

Instructions for Authors

Journal of Architectural History

(Enacted in June 1992, most recently revised in Aug. 2024)

I . Aims and Scope

Journal of Architectural History, the journal of the Korean Association for Architectural History, is devoted exclusively to the art and science of architecture. The Institute was founded in 1991 and is now incorporated as a non-profit educational and scientific institution. With its more than 1,000 members, the institution serves as a centre for information on research and development in history and theories of architecture. Through its publication of journal and its sponsorship of technical / academic conferences, the institute provides a forum for architects, engineers and researchers in various fields of architecture.

Journal of Architectural History welcomes original papers of research articles on history and theories of architecture. Submitted manuscripts may take the form of reports of original studies or reviews of significant prior work in a given area. All manuscripts are subject to reviews to assure accuracy, clarity, and long-term value.

II . Instructions for Authors

1. Preparation of Manuscripts

Manuscripts should meet the format defined by "Instruction for Authors".

Paper manuscripts should be written and arranged in a style that is succinct and easily followed. An informative but short title, a concise abstract with keywords, and a well-written introduction will help to achieve this. Simple language, short sentences and a good use of headings all help to communicate the information more effectively. Discursive treatment of the subject matter is discouraged. Figures should be used to aid the clarity of the paper.

An acceptable manuscript must be based on a thorough knowledge. Texts can be accepted in Korean or English language. The captions and references for Korean manuscripts should be written in Korean, while those for English manuscripts should be in English. Authors are advised to have their manuscript edited by someone skilled in English prior to submission. The reader should be carefully guided through the paper.

2. Eligibility of Authors

In principle, at least one of the authors must be registered as a full member of the KAAH. If they are not members, they should apply to membership before submission. Please contact the society office to become a member.

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Tel: +82-2-6676-4721
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3. Submission of Manuscripts

Submission of manuscripts should be filed to the office by homepage(<http://www.kaah.or.kr>) with PDF files. The chief editor selects appropriate reviewers and send the files to them. For more information, please contact the editorial office.

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4. Manuscript return

The copies submitted will not be returned to the author after processing.

5. Treatise requisition expense

The initial submission fee (non-refundable) is KRW 80,000 and publication fee when the manuscript is accepted is KRW 120,000. There is no additional charge for first 10 pages. The number of pages should not exceed 16, and KRW 50,000 would be charged additionally for every 2 pages if it exceeds 10.

6. Date of issue

Journal of Architectural History is published 6 times a year on the last day of February, April, June, August, October and December.

7. Guideline

For the policies on the research and publication ethics not stated in this instructions, international standards for editors and authors (<http://publicationethics.org/international-standards-editors-and-authors>) can be applied. Other rules unexplained here are accepted according to general instructions

Ⅲ. Manuscript Format Guidelines

1. Type Area and Layout

The manuscript should be printed on A4-size(210 ×297mm) paper. Print the text in two columns. Insert and lay out figures, tables, and their captions in the text. And, treatise must make out in HWP/Hancom Hanword.

2. Typescript

The manuscript must be typed either in Korean or English. The figures, tables, their captions and references must be typed in English. Handwritten manuscripts will be rejected. Treatise must make out in HWP/Hancom Hanword.

3. Length

Expedited paper manuscripts must not exceed 16 page, including spaces, figures, tables, and references.

4. Title page

The first page of the manuscripts must contain the paper title, author(s)' name(s), affiliation, abstract, keywords, corresponding author, and acknowledgments. The paper title, author(s)' name(s) and keywords are written in both Korean and English.

5. Abstract and keywords

An abstract and keywords should be included on the title page. The abstract must not exceed 200~400 words and must precise the paper giving clear conclusions. Keywords of approximately five words must be carefully selected to facilitate readers search.

6. Major Sections and Headings

The paper should involve the following major sections :

- 1) Introduction : Describe the motivation or purpose of the research
- 2) Text : The manuscript is written either in Korean or English. The subheadings are numbered in the following manner : 1. 1-1. (1)
- 3) Conclusions : State conclusions concisely and without interpretation.
- 4) Acknowledgments : Recognize any advisory or financial help received.

7. Reference

The references are written in either Korean or English. The style should follow the example below :

- 1) Book : Schewekendiek, Daniel J. *The Data Atlas of South Korea: Demography, Society, Economic Activity*. Ed. Andrew Brennforder. 1st edition, Seoul: Jimoondang, 2014, p.111.
- 2) Periodical : Bartolotti, James. "Bilinguals' Existing Languages Benefit Vocabulary Learning in a Third Language." *Language Learning*, vol.67, no.1, 2016, pp.110-140.

8. Footnotes

A limited number of explanatory footnotes are permissible. They should be numbered as 1), 2), 3), consecutively in the text and denote by superscripts.

9. Tables and Figures

The figures, tables, and their captions are written in either Korean or English. The figures and tables are cited as [Fig.1] or [Tab.1].

- 1) Tables : Insert tables in the text and arrange them across one or two columns of the page. Number the tables consecutively with Arabic numerals, e.g., Tab.1 and Tab.2. Make sure the typeface in the table is still legible after reducing the table to the final size. Table title is situated in semantic representation top portion, and picture title marks on lower column of picture. Both table title and picture title should be justified all.
- 2) Figures : Insert figures in the text and arrange them across one or two columns of the page. Number the figures consecutively with Arabic numerals, e.g., Fig.1 and Fig.2. Mark sure the typeface in the figure is still legible after reducing the figure to the final size.

10. Contributors

Co-authors' names are specified and the first author's name is written first. The corresponding author is specified in the footnote of the first page.

11. Copyright

The copyright and the transfer right of the digital content of the published paper and journal is owned by the Korean Association for Architectural History.

IV. Organization of Editorial Board

1. The chief editor is entitled to establish editorial boards.
2. The term of members of editorial board is two years.

V. Review Process

1. This guidelines aims to judge the publication of submitted papers. The paper should show originality, completeness, academic achievement, and reliability.

2. Peer Review

- 1) Chief editor with editorial board select three reviewers to review the paper.
- 2) When two of reviewers decide to accept a paper (accepted after revision included), the acceptance of the paper is noticed to the authors. One of three reviewers decides to decline the paper, the result with comments of the reviewer is reported to two other reviewers who have accepted.
- 3) The reviewer of the paper in re-review after revision should respond in 7 days after sending the revised paper. Otherwise, the chief editor decides the acceptance of paper.
- 4) When two of reviewers decline the paper, it is rejected.

3. Judgement

Types of judgement include accepted (without any change), accepted after revision, re-review after revision and declined.

4. Explanation for reject

Reviewer has to describe detailed reasons for the decision to decline.

5. Reviewers

All of Reviewers have to response to papers in 30 days.

Copyright Transfer Statement

Korean Association of Architectural History

Author(s) :

Title of Manuscript :

This manuscript will be considered with the understanding that you gave submitted it on an exclusive basis.

Name _____
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Country _____

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Declaration of Ethical Conduct in Research

I declare that I have abided by the following Code of Research Ethics while writing this paper.

“First, I have strived to be honest in my conduct, to produce valid and reliable research conforming with the guidance of ethical regulations for the Journal of Architectural History, and I affirm that my paper contains honest, fair and reasonable conclusions based on my own careful research under the guidance of ethical regulations for the Korean Association for Architectural History.

Second, I have not committed any acts that may discredit or damage the credibility of my research. These include, but are not limited to: falsification, distortion of research findings or plagiarism and false authorship.”

Date

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(Corresponding) Author :

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