

# JATE guidelines for Manuscript Submission

## Who Can Submit?

Anyone may submit an original article to be considered for publication in the Journal of Aviation Technology and Engineering provided he or she owns the copyright to the work being submitted or is authorized by the copyright owner or owners to submit the article. Authors are the initial owners of the copyrights to their works (an exception in the non-academic world to this might exist if the authors have, as a condition of employment, agreed to transfer copyright to their employer).

## General Submission Rules

Submitted articles cannot have been previously published, nor be forthcoming in an archival journal or book (print or electronic). **Please note:** “publication” in a working-paper series does *not* constitute prior publication. In addition, by submitting material to the Journal of Aviation Technology and Engineering, the author is stipulating that the material is not currently under review at another journal (electronic or print) and that he or she will not submit the material to another journal (electronic or print) until the completion of the editorial decision process at Journal of Aviation Technology and Engineering. If you have concerns about the submission terms for Journal of Aviation Technology and Engineering, please contact the editors.

## Formatting Requirements

Authors desiring publication consideration must submit their manuscripts electronically at <http://www.jateonline.org>. The following formatting requirements must be observed:

- Do not include a title page or abstract in the body of the manuscript; instead, begin the article with the introduction. The abstract will be uploaded to the JATE website in a separate step, and a title page will be created for you by the editors.
- Do not include page numbers, headers, or footers. These will be added by the editors.
- Write your article in English.
- Submit your manuscript, including tables, figures, appendices, etc., as a single file (Word, RTF, or PDF files are accepted). After acceptance, tables and figures will need to be uploaded as separate files in JPG or TIFF format with at least 300 dpi resolution.
- Page size should be 8.5 x 11-inches.
- All margins (left, right, top and bottom) should be 1 inch, including your tables and figures.
- Double space your text.
- Use a single column layout with both left and right margins justified.
- Font:
  1. Main Body—12 pt. Times New Roman
  2. Footnotes—10 pt. Times New Roman

- Copyedit your manuscript.
- When possible, there should be no pages where more than a quarter of the page is empty space.

For additional formatting requirements, see <http://www.jateonline.org/styleguide.html>.

## Reference Style

The Sixth Edition of the Publication Manual of the American Psychological Association is controlling for JATE reference style. Authors should ensure that all references are cited and all citations are referenced.

## Rights for Authors and Purdue e-Pubs

As further described in the JATE submission agreement, in consideration for publication of the article, the authors assign to Purdue e-Pubs all copyright in the article, subject to the expansive personal use exceptions described below.

## Attribution and Usage Policies

Reproduction, posting, transmission or other distribution or use of the article or any material therein, in any medium as permitted by a personal-use exemption or by written agreement of Purdue e-Pubs, requires credit to Purdue e-Pubs as copyright holder (e.g., Purdue e-Pubs © 2011).

## Personal Use Exceptions

The following uses are always permitted to the author(s) and do not require further permission from Purdue e-Pubs provided the author does not alter the format or content of the articles, including the copyright notification:

- Storage and back-up of the article on the author’s computer(s) and digital media (e.g., diskettes, back-up servers, Zip disks, etc.), provided that the article stored on these computers and media is not readily accessible by persons other than the author(s);
- Posting of the article on the author(s) personal website, provided that the website is non-commercial;
- Posting of the article on the internet as part of a non-commercial open access institutional repository or other non-commercial open access publication site affiliated with the author(s)’s place of employment (e.g., a Phrenology professor at the University of Southern North Dakota can have her article appear in the University of Southern North Dakota’s Department of Phrenology online publication series); and
- Posting of the article on a non-commercial course website for a course being taught by the author at the university or college employing the author.

People seeking an exception, or who have questions about use, should contact the editors.