

# International Journal of Institutional Research and Management

October 29th, 2016

How to submit the paper.

Step 1: Please register for International Journal of Institutional Research and Management (IJIRM).

Website: <http://www.iaiai.org/journals/index.php>

The screenshot shows the homepage of the International Journal of Institutional Research and Management (IJIRM) website. At the top, there are navigation links: [VIEW JOURNAL](#), [CURRENT ISSUE](#), and [REGISTER](#). Below this, there are two main sections. The first section is for the **International Journal of Theory and Practice Software Engineering** (IJTPSE), which is a peer-reviewed journal in software engineering research. The second section is for the **International Journal of Institutional Research and Management** (IJIRM), which is a peer-reviewed journal in institutional research. A red dashed line with a downward-pointing arrow highlights the [REGISTER](#) link under the IJIRM section.

Website: <http://www.iaiai.org/journals/index.php/IJIRM>

The screenshot shows the registration page for the International Journal of Institutional Research and Management (IJIRM) website. At the top, there is a large header: **International Journal of Institutional Research**. Below this, there is a navigation menu with links: [HOME](#), [ABOUT](#), [LOGIN](#), [REGISTER](#), [SEARCH](#), [CURRENT](#), and [ARCHIVES](#). A red dashed line with a downward-pointing arrow highlights the [REGISTER](#) link. Below the navigation menu, there is a breadcrumb trail: [Home](#) > [International Journal of Institutional Research and Management](#). The main heading is **International Journal of Institutional Research and Management**. Below this, there is a paragraph describing the journal: **International Journal of Institutional Research and Management (IJIRM)** is a peer-reviewed/refereed international journal that is dedicated to the theory and practice in Institutional Research on higher education and research management. IJIRM strives to cover all aspects of working out new technologies and theories, and also case study for evidence-based institutional management, big data in universities, research administration, educational technology, and multidisciplinary topics on institutional research. At the bottom, there is a banner for **IIAI Publications** with a navigation menu: [Home](#), [IIAI Magazine](#), [IIAI Journal List](#), [IIAI Conference Publications](#), [Authors](#), and [IIAI](#).

Step 2: Please fill in your information for the registration.

# International Journal of Institutional Research

HOME ABOUT LOGIN REGISTER SEARCH CURRENT ARCHIVES

Home > User > Register

## Register

Fill in this form to register with this site.  
[Click here](#) if you are already registered with this or another journal on this site.

### Profile

Username \*   
The username must contain only lowercase letters, numbers, and hyphens/underscores.

Password \*   
The password must be at least 6 characters.

Repeat password \*

Validation \*   
Please enter the letters as they appear in the image above.

Salutation

First Name \*

Middle Name

Last Name \*

### Attention !

Please check all the check box.

- Send me ...
- Reader: ...
- Author: ...
- Reviewer: ...

Country

Bio Statement (E.g., department and rank)

Confirmation Register as

- Send me a confirmation email including my username and password
- Reader: Notified by email on publication of an issue of the journal.
- Author: Able to submit items to the journal.
- Reviewer: Willing to conduct peer review of submissions to the site.

Identify reviewing interests (substantive areas and research methods):

\* Denotes required field

### Privacy Statement

The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.

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\* If "author" menu does not appear, go to "Edit my profile", and tick "author" on the "Roles".

Step 3: You can submit new paper for IJIRM.

[ New Submission ] of Author.

**International Journal of Institutional Research**

HOME ABOUT USER HOME SEARCH CURRENT ARCHIVES

Home > **User Home**

**User Home**

**International Journal of Institutional Research and Management**

» **Editor** 0 Unassigned 0 In Review 0 In Editing [Create Issue] [Notify Users]

» **Author** 0 Active 0 Archive [New Submission]

» **Reviewer** 0 Active

**My Account**

- » [Show My Journals](#)
- » [Edit My Profile](#)
- » [Change My Password](#)
- » [Logout](#)

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Step 4: Please fill in your paper information for the submission.

**International Journal of Institutional Research**

HOME ABOUT USER HOME SEARCH CURRENT ARCHIVES

Home > User > Author > Submissions > **New Submission**

**Step 1. Starting the Submission**

1. **START** 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION

Encountering difficulties? Contact [Toshikazu Fukushima](#) for assistance.

**Submission Checklist**

Indicate that this submission is ready to be considered by this journal by checking off the following (comments to the editor can be added below).

- The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
- The submission file has been formatted according to the LaTeX or Microsoft Word template provided on the IEE homepage.
- Where available, URLs for the references have been provided.
- All illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
- The text adheres to the stylistic and bibliographic requirements outlined in the [Author Guidelines](#), which is found in About the Journal.
- If submitting to a peer-reviewed section of the journal, the instructions in [Ensuring a Blind Review](#) have been followed.

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Thanks for reading until the end.