

NOTES TO CONTRIBUTORS AND GUIDELINES FOR MANUSCRIPT SUBMISSION

INTRODUCTION

The **Design Ideals Journal** of the Kulliyah of Architecture and Environmental Design, IIUM is dedicated to creative output, product and proposal of ideas and designs related to theory, experiments, research, development and applications of the ideas and practices of the built environment professions in Malaysia and elsewhere.

The objective of the journal is to promote the creativity of the built environment profession through critique, dialogue and exchange of views. Design Ideals will welcome any news, feature articles, or peer-reviewed proposals (including book and article reviews, product design review, etc.) for publication. All articles should be original work by the authors. **Articles, views and features will not be taken to be the official view of the Kulliyah of Architecture and Environmental Design (KAED), and IIUM unless it carries the name of KAED, IIUM as the author.** This is to encourage open discussion on diverse issues, critique and opinion for the advancement of built environment practice.

GUIDELINES FOR MANUSCRIPT SUBMISSION

The manuscript should be emailed to designideals@iium.edu.my. The manuscript should ideally be in the format according to the template as specified below within the range of 8-10 pages long. Each manuscript should have a title page, an abstract of about 150 words and about 5 keywords. The title page should contain the title, full name(s), designation(s), organizational affiliation(s), a contact address, and an email address. All manuscripts are received on the understanding that they are not under concurrent consideration at another journal. Exclusive copyright of accepted manuscripts shall be assigned to the Publisher (i.e. KAED, IIUM or IIUM Press). This is an e-journal and open source journal.

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01

PROPOSED TITLE

(Font Arial Bold 18pt. Title must not exceed 15 words.)

Author's name 1, Author's name 2 (Font Arial Regular 12 pt)
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ABSTRACT - FONT ARIAL BOLD 14pt

Content not exceed 300 words, Main body of text font: Arial, Font size: 10pt, Alignment: justified, Spacing 1.0

Keyword:

* Corresponding author

RESEARCH / PROJECT INTRODUCTION (FONT ARIAL BOLD CAPITAL 14pt)

Corresponding and co authors name must be in full e.g. Mansor Ibrahim with no title and salutations, but includes the institution of the authors. Main body of text font: Arial, Font size: 10pt, Alignment: justified, Spacing 1.0. Minimum page per submission is 5 – 10 pages including photos and other illustrations. **The photos and illustration must be original and clear with high resolution (dpi 300) or otherwise must be properly cited the original sources.**

CONCEPTUAL PROCESS, PROCEDURE AND SCHEMATIC (FONT ARIAL BOLD CAPITAL 14pt)

METHOD / PROCEDURE (FONT ARIAL BOLD CAPITAL 14pt)



Figure 1: Font ARIAL 8pt
(Source: Author/Website, Year)

RESEARCH / PROJECT FINDINGS (FONT ARIAL BOLD 14pt)

Font Arial 10 pt. This section consist of proposed outcome / design / prototype / masterplan and detail illustration

SUB-HEADING 1 - EXAMPLE : PROPOSED DESIGN (FONT ARIAL BOLD 12pt)

SUB-HEADING 2 - EXAMPLE : DETAIL (FONT ARIAL BOLD 12pt)

CONCLUSION (FONT ARIAL BOLD 14pt)

REFERENCES (APA STYLE)

- (Arial 8 pt)
Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017). *A guide to citation*. London, England: My Publisher.
Troy, B.N. (2015). APA citation rules. In S.T, Williams (Ed.). *A guide to citation rules* (2nd ed., pp. 50-95). New York, NY: Publishers.
Troy, B.N. (2015). APA citation rules. In S.T, Williams (Ed.). *A guide to citation rules* (2nded., pp. 50-95). Retrieved from <https://www.mendeley.com/reference>

Table 1: Font Arial 8 pt

A	B	C

SUB-HEADING 3 - EXAMPLE : PROTOTYPE (FONT ARIAL BOLD 12pt)

SUB-HEADING 4 - EXAMPLE : MASTERPLAN (FONT ARIAL BOLD 12pt)

ACKNOWLEDGEMENT (FONT ARIAL BOLD 14pt)

ETHICS STATEMENTS, DUTY OF AUTHORS, REVIEWERS & EDITORS

ETHIC STATEMENTS

The **Design Ideals Journal** of the Kulliyyah of Architecture and Environmental Design (KAED), IIUM is a peer-reviewed journal. This statement spells out the ethical behavior of all parties involved in the act of publishing an article for this journal, i.e. the author, the reviewers, the chief editor and editors, and the publisher. This statement is based on COPE's Best Practice Guidelines for Journal Editors. URL: http://publicationethics.org/files/u2/Best_Practice.pdf

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Proper acknowledgment of the work of others must always be given. Authors should cite publications that have been influential in determining the nature of the reported work.

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Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the study, and should be listed as co-authors. Others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors.

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The corresponding author is the author responsible for communicating with the journal for publication. The corresponding author should ensure that all appropriate co-authors and no inappropriate co-authors are included in the paper. All co-authors have seen and approved the final version of the paper and have agreed to its submission for publication.

Acknowledgment of Funding Sources

Sources of funding (if any) for the research reported in the article should be duly acknowledged at the end of the article.

Disclosure and Conflicts of Interest

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Fundamental errors in published works

When an author discovers a significant error or inaccuracy in his/her published work, it is the author's obligation to promptly notify the journal editor or publisher and cooperate with the editor to retract or correct the paper.

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