

Author Guidelines – ICIDES Journal

1. General Information

ICIDES Journal is an international, interdisciplinary scientific journal published by the Scientific Institute for Innovation and Development (ICIDES), based in Seville, Spain. The journal publishes original research articles subject to peer review and is committed to promoting international standards of scientific quality, editorial ethics, and internationalisation.

2. Subject Areas

- Business, Innovation and Entrepreneurship
- Communication, Media and Creative Industries
- Education, Digital Transformation and Knowledge Transfer
- Sustainability, Design and Technology

3. Types of Manuscripts Accepted

- Original Research Articles
- Systematic Literature Reviews
- Case Study Research

4. Languages of Publication

Manuscripts may be submitted in English. All submissions must include the title, abstract, and three to six keywords in English.

5. Originality and Exclusive Submission

Manuscripts submitted to **ICIDES Journal** must be original, unpublished, and must not be under consideration for publication by any other journal, publisher, or publication platform at the time of submission. Authors are responsible for ensuring the originality of their work and for obtaining any permissions required to reproduce or use copyrighted material.

6. Peer Review Process

All manuscripts submitted to **ICIDES Journal** will undergo an initial editorial assessment to verify:

- Relevance to the journal's scope and subject areas.
- Scientific and academic quality.
- Compliance with the journal's editorial requirements.
- Adherence to ethical principles and research integrity standards.

Manuscripts that successfully pass this initial assessment will be submitted for external review by independent expert reviewers under a **double-blind peer review** process, in which the identities of both authors and reviewers will remain anonymous throughout the evaluation.

Editorial decisions may be as follows:

- Accepted.
- Accepted subject to minor revisions.
- Reconsider after major revisions.
- Rejected.

The final decision regarding the publication of a manuscript rests with the Editor-in-Chief or the Editorial Board, taking into account the reviewers' reports as well as the journal's scientific, editorial, and ethical standards.

ICIDES Journal reserves the right to reject manuscripts without external peer review if they fall outside the journal's scope or fail to meet the required scientific, editorial, or ethical standards.

7. Manuscript Preparation

Manuscripts must be submitted in an editable Microsoft Word format and should present a clear and coherent structure. As a minimum, they must include the following sections: Introduction, Literature Review or Theoretical Framework, Methodology, Results, and Discussion. Additional sections, such as Conclusions, Limitations, Implications, Acknowledgements, or Appendices, may be included where appropriate, depending on the nature of the study. Manuscripts must also comply with the journal's formatting and presentation requirements for tables, figures, graphs, and images.

7.1. Recommended Length

- Original Research Articles: 6,000–8,000 words.
- Review Articles and Systematic Literature Reviews: 5,000–8,000 words.
- Case Study Research: 5,000–8,000 words.

The word count includes the main text, tables, figures, references, and all other elements forming part of the manuscript.

7.2. Manuscript Format

Manuscripts must be prepared in A4 page size, with 2.5 cm margins, using 12-point Times New Roman or Arial font, and 1.5 line spacing. Headings and subheadings should be presented in a clear, consistent, and hierarchical format.

7.3. Tables, Figures and Images

Tables, figures, graphs, and images must be incorporated within the manuscript and placed immediately after the first paragraph in which they are cited. All items must be numbered consecutively (e.g., Table 1, Figure 1), include a descriptive title, and, where applicable, acknowledge the source in accordance with the APA Publication Manual (7th edition).

In addition to being included in the manuscript, all figures, graphs, and images must also be uploaded separately through the submission system as individual files in JPG, PNG, or TIFF format, with a minimum resolution of 300 dpi, to ensure appropriate quality throughout the editing and publication process.

Tables must be submitted in an editable format and must not be provided as images. All tables, figures, and images must either be original or reproduced with the appropriate copyright permission where applicable.

8. Required Metadata

All manuscripts must include the following information: the article title, the full names of all

authors, institutional affiliation, country, the corresponding author's email address, ORCID iD (recommended for all authors), an abstract, three to five keywords, a funding statement (where applicable), a conflict of interest statement, and a brief academic biography for each author.

9. Citations and References

ICIDES Journal follows the APA Publication Manual (7th edition) for citations and references. The reference list must include only the sources cited in the manuscript and should be presented in alphabetical order. Authors are encouraged to include the DOI or a permanent URL whenever available.

Examples of references formatted according to APA (7th edition):

Journal Article

Wang, Y., & Smith, J. (2025). Sustainable innovation in textile systems. *Journal of Sustainable Design*, 12(3), 45–60. <https://doi.org/10.xxxx/xxxxx>

Institutional Report

United Nations Educational, Scientific and Cultural Organization. (2024). *Global education monitoring report 2024: Leadership in education*. UNESCO. <https://unesdoc.unesco.org/>

Webpage

World Health Organization. (2025). *Climate change*. <https://www.who.int/news-room/fact-sheets/detail/climate-change>

Social Media (LinkedIn)

World Economic Forum. (2025, April 15). *The future of work requires continuous upskilling* [LinkedIn post]. LinkedIn. <https://www.linkedin.com/posts/world-economic-forum-future-of-work-upskilling-activity-xxxxxxx>

10. Mandatory Statements

10.1. Ethics Statement

Research involving human participants, animals, or sensitive data must state that it was conducted in accordance with the applicable ethical principles and, where appropriate, provide details of the ethics committee approval, including the name of the institution and the approval reference number.

If ethical approval was not required, the authors must explicitly state this. **This statement must be included in the manuscript immediately before the References section.**

10.2. Funding Statement

Authors must disclose all sources of funding that supported the research, including the name of the funding organisation and the project or grant number, where applicable.

If the research received no external funding, the following statement should be included: *"The authors declare that this research received no external funding."* **This statement must be included in the manuscript immediately before the References section.**

10.3. Conflict of Interest Statement

All authors must disclose any financial, institutional, professional, or personal conflicts of interest that could have influenced the research or the interpretation of its findings.

If no conflicts of interest exist, the following statement should be included: *"The authors declare that they have no conflicts of interest."* **This statement must be included in the manuscript immediately before the References section.**

10.4. Statement on the Use of Artificial Intelligence

Authors must disclose, during the manuscript submission process through the journal's editorial platform, whether generative artificial intelligence tools were used in the preparation of the manuscript,

specifying the tool(s) used and the purpose of their use. Authors remain fully responsible for the originality, accuracy, and scientific integrity of the submitted work. **This information will be requested as part of the submission process.**

11. Copyright, Licensing and Governing Law

Authors shall retain copyright ownership of their work while granting ICIDES Journal the licences and authorisations necessary for its publication, dissemination, and editorial, commercial, and institutional exploitation in accordance with the terms set out in this policy.

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As an essential requirement for completing the submission of a manuscript, the corresponding author must expressly accept these Terms and Conditions of Publication through the ICIDES Journal editorial submission system. Electronic acceptance shall have full legal validity and shall constitute an express declaration that the corresponding author acts with the knowledge, authorisation, and consent of all co-authors, who shall be deemed to have been fully informed of and bound by the journal's editorial policies, publication conditions, applicable licences, and the authorisations set out in these Author Guidelines. Consequently, all authors expressly agree that Spanish law shall govern these Terms and Conditions and submit exclusively to the jurisdiction of the Courts of Seville (Spain), expressly waiving any other jurisdiction to which they might otherwise be entitled, except where mandatory legal provisions provide otherwise.

ICIDES Journal reserves the right to amend or update its editorial policies and these publication terms and conditions whenever necessary to reflect legal, technological, editorial, or strategic developments. Updated versions will be published on the journal's official website and shall apply to all new submissions received after their entry into force.

Any dispute, claim, or conflict arising from the submission, review, publication, dissemination, or use of content published in ICIDES Journal shall be governed by Spanish law and shall be subject exclusively to the jurisdiction of the Courts of Seville (Spain), with the parties expressly waiving any other jurisdiction to which they might otherwise be entitled, except where mandatory legal provisions provide otherwise.

12. Editorial Policy, Diamond Open Access and Article Processing Charges (APC)

In accordance with the institutional principles of ICIDES, a non-profit scientific association established in Seville (Spain), and with the aim of promoting the international dissemination of scientific knowledge and strengthening the journal's initial editorial development, the journal will operate under a Diamond Open Access publishing model. Accordingly, the first four issues will provide immediate, free, and unrestricted access to all published content, without charges for either authors or readers. During this initial period, all accepted articles will be published without Article Processing Charges (APC).

From the fifth volume onwards, or whenever determined by the journal's editorial policy, ICIDES Journal may continue under the Diamond Open Access model or adopt other publishing models, including Gold Open Access with Article Processing Charges (APC), hybrid publishing, institutional or individual subscriptions, restricted-access specialised content, different licensing arrangements, or any other editorial and financial sustainability model that supports the maintenance, development, and internationalisation of the journal.

APCs, publication models, licensing arrangements, access conditions, and any other editorial or financial aspects may vary according to the type of call for papers, special issue, institutional agreements, editorial support programmes, academic memberships, collaboration agreements, or any other policy adopted by the Publisher.

The journal may establish, modify, or withdraw fee reductions, waivers, discounts, or editorial support programmes for authors, institutions, or countries, subject to budget availability and the editorial criteria in force, without creating any entitlement for future submissions.

All information relating to APCs, publication models, licensing arrangements, subscriptions, discounts, waivers, and other editorial policies will be published

and updated on the official ICIDES Journal website. The version in force at the time of manuscript submission shall apply.

13. Publication Frequency - Online First

ICIDES Journal publishes two regular issues per year and may also publish special issues, international thematic calls for papers, and monographic editions.

The journal also operates an **Online First** publication system, under which accepted articles that have successfully completed the editorial process may be published online before being assigned to a specific volume or issue, thereby enhancing the visibility, dissemination, and international academic impact of the published research.

14. Submission

Manuscript submissions are accepted throughout the year. Manuscripts may be submitted at any time through the official submission system available on the official ICIDES Journal website. All manuscripts must be submitted exclusively through this platform.

15. Contact

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