

Journal of Information Management Submission Guide

- I. The Journal of Information Management (JIM) is an academic journal published by the Chinese Society of Information Management (CSIM) to enhance academic research and interaction in the field of information management. Any academic discourse or case study related to information management that has not been published in other journals can be submitted for review. Relevant paper topics include the following:
 1. Artificial Intelligence, Machine Learning, and Big Data Analysis in Business and Society
 2. Digital Sustainability, Sustainable Information Science, and Sustainable Development Goals
 3. Economic Impact of Information Technology
 4. Digital Healthcare
 5. Enterprise Systems and Business Process Management
 6. FinTech, Blockchain, and Emerging Technologies
 7. General Information Management Topics
 8. Human-Computer Interaction
 9. Information Security, Privacy, and Ethics
 10. IS Education and Digital Learning
 11. IS Adoption and Implementation
 12. IS Design, Development, Project Management, and Outsourcing
 13. IT Tactics, Leadership, Governance, and Value
 14. Knowledge Management and Virtual Teams
 15. Mobile Commerce and E-commerce
 16. Social Media, Sharing Economy, and Digital Collaboration
 17. The Impact of IS on Society
 18. Internet of Things, Smart Cities, Services, and Government
 19. Information Management Methodology, Theory, and Philosophy
 20. User Behavior, Engagement, and Outcomes

- II. The JIM is published quarterly at the end of January, April, July, and October each year. Papers can be written in Chinese or English, and contributions from both domestic and international scholars are welcome. Under normal circumstances, the first round of reviews would be completed within four months after receiving submissions in the correct format. If you do not receive a notification by then, please contact submit.jim@gmail.com

To submit your paper, please send it via email to submit.jim@gmail.com. The complete submission material must include the following three files.

1. Cover Page:

- Title of the submitted document.
- The chosen theme category for submission.
- Explanation of the significance and importance of the article.

2. Title Page:

- Selected submission theme category.
- Article title.
- List of authors.
- Contact information of each author: Email address, author affiliation, author titles.

3. Main Document (without authors information)

The principal divisions of the manuscript should appear in the following order: Chinese abstract, English abstract, body of the article (including tables, figures, and footnotes), references, and appendices. Manuscripts should be typed in 12-point and single-spaced. Use Times New Roman. **Please make sure that author-related information is not included within the manuscript.**

III. Manuscripts are reviewed on a rolling basis without a specific deadline.

IV. Please submit your manuscript in Microsoft Word (for Windows) format and retain a copy for yourself. Submitted papers will undergo double-blind peer review by two scholars.

V. Submissions should be concise (with a maximum of 25 pages on A4 paper, in principle). Following international conventions, the JIM does not provide remuneration for submissions.

VI. The publication fee is NTD 5,000 per article (NTD 3,000 for members of the CSIM) for 25 pages. An additional charge of NTD 500 for each page exceeding the initial 25 pages is required.

* For domestic authors, please make payments through postal remittance:

(Remittance Account: 19411984, Account Name: 社團法人中華民國資訊管理學會)

For international authors, please make payments by issuing a U.S. dollar check or purchasing a U.S. dollar draft:

(Payee: 社團法人中華民國資訊管理學會 the Chinese Society of Information Management)

VII. Submitted papers should include the following sections: **title page, body text, references, and appendices**. Please incorporate page numbers in sequence. **The names and related information of the authors should not appear in the body text.**

VIII. The title of the paper should be shown in bold at the top of the first page. An abstract should be no more than 300 words and be presented on the first page of the manuscript. The abstract should concisely inform the reader of the manuscript's topic and motivation, research methods, and findings. In order to permit anonymity, neither the author's name nor other identification designations should appear in the abstract. At most 5 keywords should be provided below the abstract and express the precise content of the manuscript as they are used for indexing purposes.

IX. By submitting to the JIM, the author accepts our regulations and guarantees that the submitted paper is an original work by the author, has not been previously published, and is not being simultaneously submitted to other journals.

X. Body text

1. Context: manuscripts should be typed in 12-point and single-spaced. Use Times New Roman.

2. Headings:

<p>1.INTRODUCTION</p> <p>1.1 Research Methodology</p> <p>1. Research Design</p> <p style="padding-left: 40px;">(1) Assumption</p> <p style="padding-left: 80px;">a.</p> <p style="padding-left: 120px;">(a)</p>
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3. Footnotes: footnotes should be placed in a section of the paper that appears at the bottom of the page.

4. Citations should be made in the text by enclosing the cited authors' names and the year of the work cited in parentheses. Use "&" when there are two authors. Use A, B, & C (year) when there are more than three authors the first time and use A et al. (year) the second time.

Examples:

- Mason (1978) has suggested that one method of measuring ILS impact is to determine whether the output of the system causes the receiver to change his or her behavior.
- Beath & Orlikowski (1994) stated that despite an emphasis on user-IS interaction, the role played by users is relatively passive.
- Given the low R-square value between conflict and project performance, Wang et al. (2005) has suggested a mediating variable (i.e., user-IS interaction quality) to further explain the impacts of user-IS conflict on IS project development.

XI. Tables and Figures: place each table or figure in the body text. Place table's name on its top and figure's name at its bottom. Number tables and figures separately (Table 1: xxxx; Figure 1: xxxx). Place notes at the bottom of the table and figure.

XII. References: arrange an alphabetically ordered list by the last name of the first author. List the Chinese sources first, then the English sources.

Examples:

Periodical references

Adelaar, T., Chang, S., Lancendorfer, K. M., Lee, B., & Morimoto, M. (2003). Effects of media formats on emotions and impulse buying intent, *Journal of Information Technology*, 18(4), 247-266.

Book references

Kogut, B. (1991). Designing global strategies: Comparative and competitive value-added chains, in Wortzel, H.V. & Wortzel, L.H. (Eds.), *Strategic Management of Multinational Enterprise: The Essentials*. John Wiley and Sons, New York, NY, 100-115.

Chapters in books

Pearson, S.W. (1977), *Measurement of computer user satisfaction*. Unpublished Ph.D. dissertation, Arizona State University, Tempe, AZ.

Doctoral dissertations and master's theses

Rosenberg, N. (1976). *Perspectives of Technology*, Cambridge University Press, Cambridge, UK.

Academic conferences

Zhang, Q. & Cao, M. (2001). Human-machine Web interface design for electronic commerce: A review of design perspectives, objectives, dimensions, and techniques. *Proceedings of the First International Conference on Electronic Business (ICEB 2001)*, 404-405.

XIII. Publisher: Chechen Liao, Chairman of the Information Management Association.

**Journal of Information Management
Peer Review Process**

- I. Peer reviews are conducted by the editorial committee and scholars in the relevant research fields.
- II. The Editor-in-Chief consults with editorial committee members from various fields to determine the reviewers based on the topic of the submission.
- III. Each submission is reviewed by two scholars. Each reviewer provides feedback on the review form and selects one of the following options:
 - 1. Acceptance
 - 2. Minor revisions.
 - 3. Major revisions.
 - 4. Rejection

IV. Process

		Second reviewer's comment			
		Acceptance	Minor revisions	Major revisions	Rejection
First reviewer's comment	Acceptance	Publication	<i>Publication after revisions</i>	<i>Further review after revisions</i>	<i>Note 1</i>
	Minor revisions	<i>Publication after revisions</i>	<i>Publication after revisions</i>	<i>Further review after revisions</i>	<i>Note 1</i>
	Major revisions	<i>Further review after revisions</i>	<i>Further review after revisions</i>	<i>Further review after revisions</i>	<i>Rejection</i>
	Rejection	<i>Note 1</i>	<i>Note 1</i>	<i>Rejection</i>	<i>Rejection</i>

Note 1: The Editor-in-Chief and the editorial board may decide to reject a submission, send it back for revisions, or seek a third reviewer based on the actual review comments and ratings from the external reviewers.

- V. The decision to publish an article impacts the rights and interests of the author. The editorial office will review all reviewers' comments to make a final judgment. A feedback mail will then be sent to the author to explain the decision.