

# **Bylaws of the Association**

**Enacted on December 13, 2017**

**Revised on December 25, 2021**

## **Chapter 1. General Provisions**

### **Article 1 (Name)**

This Association shall be called the Convergence Research Association.

### **Article 2 (Office)**

The office for the operation of the Association shall be located in the area of the Association.

### **Article 3 (Purpose)**

The Association contributes to the development of scholarship by research and exchange concerning the convergence science as a whole, and also aims to promote mutual cooperation by and among the members as well as with domestic and overseas related academic associations.

The Association promotes research on convergence research, promotes mutual cooperation among members, and aims to contribute to the development of convergence research through ties with domestic and overseas related academic associations.

### **Article 4 (Projects)**

The Association shall conduct the following projects to achieve the purpose of the preceding Article.

1. Hold research presentations, academic lectures, seminars and workshops
2. Publish journals and research materials
3. Mutually cooperate with related organizations domestic and abroad
4. Perform research services
5. Conduct other projects deemed necessary by the Association

## **Chapter 2. Membership**

### **Article 5 (Types and Qualifications of Members)**

The members of the Association are divided into members, associate members, lifetime members, group members, honorary members and special members.

1. Regular member: Individual or organization engaged in convergence research and related fields, or individual or organization agreeing with the purpose and projects of the Association
2. Associate member: Student involved in the convergence academic field and agreeing with the purpose and projects of the Association

3. Lifetime member: Regular member who has paid lifetime dues
4. Group member: Institutions or organizations agreeing with the purpose and projects of the Association, such as related departments, libraries of all types, information centers, and research institutions
5. Honorary member: Person who has contributed to the development of the Association and who has been elected as a member of the executive board
6. Special member: Institution or organization that supports the Association's projects, especially for the purpose of the Association

#### **Article 6 (Rights and Obligations of Members)**

Members of the Association have the following rights and obligations:

1. Regular and lifetime members may attend and participate in all meetings organized by the Association by attending the general meeting and exercising their voting right.
2. Associate and honorary members have the right to attend the conference and participate in the conference and speak, and have the right to support and cooperate for the development of the Association.
3. Group members shall have the right to vote and to be elected to participate in the project and pay the prescribed dues.
4. All other members have the obligation to pay dues and comply with the rules set by the executive board.

#### **Article 7 (Membership Dues)**

Membership dues are as follows.

1. The annual dues are determined by the executive board each year.
2. The lifetime dues shall be 15 times the annual dues for the current year.
3. Special dues shall be determined by the executive board.

#### **Article 8 (Loss of Membership)**

Any person falling under any of the following subparagraphs may be disqualified from membership by the resolution of the executive board.

1. A person who has committed an act that violates the purpose of the Association
2. A person who has been delinquent on payment twice or more. However, when payment of dues is made, the qualification can be restored.

### **Chapter 3. Executive Officers**

#### **Article 9 (Types of Officers)**

The Association shall have the following officers.

1. Chairman: 1 person
2. Vice chairman: 3 persons or less
3. Director: General Administration, Research, Academic, Education, Publication,

- Public Relations Director
4. Auditor: 2 persons
  5. Editor: 5 or more, but 9 persons or less including 1 chairman of the Editorial Committee
  6. Research ethics committee member: 5 or more, but 9 persons or less including 1 research ethics chairman

#### **Article 10 (Term of Officer)**

The term of officer is 2 years, but it can be extended by reappointment. Provided, however, that the term of office to fill vacancy shall be the remainder of the predecessor's term.

#### **Article 11 (Election of Officers)**

The officers shall be elected by the general meeting.

#### **Article 12 (Duties of Officers)**

The duties of the officers are as follows.

1. The Chairman shall represent the Association and shall oversee the affairs of the Association.
2. The Vice Chairman shall assist the Chairman and, in the Chairman's absence, act in the order of the seniority in office for the remainder of the term.
3. The Vice Chairman shall manage and coordinate the duties of research, academic and public relations.
4. The Director of General Administration shall supervise the planning and administration of the Association.
5. The Director of Research shall be responsible for the research presentation and other research work.
6. The Director of Academic Affairs shall plan and coordinate academic affairs of the Association.
7. The Director of Education shall be responsible for the education of the members of the Association.
8. The Director of Publication shall be responsible for the publication of the Association and electronic publishing and website management.
9. The Director of Public Relations shall supervise mutual cooperation and public relations with related organizations.
10. The Auditor shall audit the matters related to the financial accounting related business of the Association and report to the general meeting.
11. The Editorial Committee member shall supervise the work related to thesis review and publishing.
12. The Research Ethics Committee member shall be responsible for the establishment and enforcement of research ethics principles.
13. The Director shall organize the executive board and decide on important matters.

### **Article 13 (Appointment of Officer)**

The Association may elect an honorary chairperson or a planning director by the resolution of the executive board.

## **Chapter 4. Meeting**

### **Article 14 (Convening of General Meeting)**

Meetings of the Association shall be held in the form of regular meeting and extraordinary meeting.

A regular meeting shall be convened by the Chairman at the end of the year or at the beginning of the year, and the extraordinary meeting may be convened by the Chairman in the following cases:

1. When deemed necessary by the Chairman
2. When there is a demand of the executive board
3. When there is a request by more than 1/3 of regular members

### **Article 15 (Functions of the General Meeting)**

The general meeting shall decide on the following matters with the affirmative vote of the majority of the members present, and the Chairman shall decide on a tie.

1. Enactment and amendment of the bylaws
2. Election of officers
3. Matters concerning business plan, budget and settlement
4. Other important matters

### **Article 16 (Convocation of Executive Board)**

The executive board shall be convened whenever the Chairman deems it necessary or when there is a request of more than half of the officers.

### **Article 17 (Function of Executive Board)**

The decisions of the executive board are as follows.

1. Determination of the budget of the Association and deliberation of business plan
2. Approval of new members
3. Deliberation and determination of the installation of research associations
4. Deliberation and determination of the use of the reserve
5. Other important matters deemed necessary

### **Article 18 (Method of Resolution)**

The executive board shall be formed by the attendance of a majority of officers, and the resolution of the general meeting and the executive board shall be approved by a majority of the people present.

**Article 19 (Committees)**

The Association shall have an Editorial Committee for the publication of the journal, and the chairman and members of the Editorial Committee shall be appointed by the Chairman following the resolution of the executive board. However, the regulations of the Editorial Committee shall be determined separately.

**Article 20 (Research Committees)**

The Association may operate research committees for each small subject, and the matters concerning its formation and operation shall be determined separately.

**Chapter 5. Finance**

**Article 21 (Finance)**

The operation of the Association shall be made possible by dues and other income.

**Article 22 (Accounting Year)**

The accounting year of the Association shall be in conformity with the accounting year of the government.

**Chapter 6. Addendum**

**Article 23 (Amendment of the Bylaws)**

The bylaws may be amended by the consent of two-thirds or more of the members present at the general meeting.

**Article 24 (Other Matters)**

Any matters not specified in the bylaws shall be governed by general customs.

**Article 25 (Enforcement)**

The bylaws shall enter into force and become effective from the date of the approval of the general meeting.

## **Regulations of the Editorial Committee**

### **Chapter 1. Formation and Election of the Editorial Committee**

#### **Article 1 (Formation of the Editorial Committee)**

The Editorial Committee shall be composed of 5 or more, but 9 or less regular members of the Association.

#### **Article 2 (Qualifications of the Editorial Committee Members)**

The Editorial Committee shall be consisted of full-time professors who have excellent research and teaching experiences and research results for more than five years. Provided, however, the Chairman shall have more than 10 years of experience in research, teaching and have exceptional research performance results.

#### **Article 3 (Term of the Editorial Committee Member)**

The term of the Editorial Committee member shall be two years and shall be the same as that of the Chairman. The term of office to fill vacancy shall be the remaining term of the predecessor.

#### **Article 4 (Appointment of the Chairman of the Editorial Committee)**

The Chairman of the Editorial Committee shall be appointed by the Chairman, and the Editorial Committee members shall be nominated by the Chairman of the Editorial Committee then approved by the board of directors.

### **Chapter 2. Duties of the Editorial Committee**

#### **Article 5 (Publication of Thesis)**

The Editorial Committee shall review the theses according to the thesis review regulations and decide whether to publish.

#### **Article 6 (Review of Thesis)**

The Editorial Committee shall be commissioned by the Editorial Committee according to the contents of the submitted thesis, and shall be subject to a secretive review by three judges per thesis.

#### **Article 7 (Revision of Thesis)**

According to the results of the review, the Editorial Committee may ask the author of submission to revise the submitted thesis.

#### **Article 8 (Confirmation of the Thesis Publication)**

As a result of the review of the thesis, the publication of the thesis shall be confirmed if all the judges recommend so. If otherwise, the Editorial Committee shall discuss how to handle it.

#### **Article 9 (Rejection of the Thesis Publication)**

The Editorial Committee may refuse to publish the thesis if the result of the review is found to be ineligible or if there is no response to the revision request.

#### **Article 10 (Time for the Thesis Publication)**

The Editorial Committee shall decide on the publication date for the thesis.

#### **Article 11 (Certificate of the Expected Thesis Publication)**

The Chairman of the Editorial Committee (hereinafter, "the Chairman") shall issue a certificate of the expected thesis publication (as attached) at the request of the author of the submitted thesis in so far as the publication has been confirmed.

#### **Article 12 (Order of the Thesis Publication)**

The thesis publication shall be made in the order the theses are submitted, which may be adjusted by the Chairman.

#### **Article 13 (Publication of the Association's Journal)**

The publication of the Association's Journal shall be made twice a year (June 30<sup>th</sup> and December 31<sup>st</sup>).

### **Chapter 3. Thesis Review**

#### **Article 14 (Submission of Thesis)**

1. Thesis submission is limited to the lifetime member or regular member of the Association. If otherwise, it shall obtain the consent of the Editorial Committee.
2. In case of collaborative research with members of the Association, non-member thesis submission is permitted.
3. Thesis submission shall follow "Research Ethics Regulations of the Convergence Research Association."
4. The author shall be responsible for the contents of the thesis.
5. A thesis (or a compressed copy) for a master's degree shall specify that it is a thesis for degree, and the thesis submission is only possible if the content and format of the thesis are modified and supplemented to the appropriate level for the journals under the responsibility of the guiding professor.
6. A doctoral dissertation (or a compressed copy) shall specify that it is a thesis for degree, and the first author shall be a person who has been awarded the degree.

7. In case of a paper presented at an academic conference of the Association, it shall specify that it is a paper published for the conference, and the first author shall be the presenter of the conference.
8. Thesis submission is possible any time, and the date of submission shall be the date on which the manuscript was submitted to the thesis submission system of the Association.
9. The thesis submitted via the thesis submission system prior to the deadline shall be published for the corresponding volume.

#### **Article 15 (Reception of Thesis)**

1. The thesis shall be submitted through the thesis submission system (<https://kbiblia.jams.or.kr>).
2. All submitted theses will be received and processed by the Chairman after the Director of Publication puts them together.
3. After the thesis is submitted, any contact with the author shall be made only by the Chairman or the Director of Publication.
4. If a submitted thesis fails to satisfy the thesis submission regulations of the Convergence Research Association, it shall be returned with the reason for rejection.

#### **Article 16 (Commissioning of the Thesis Review Committee Member and Review Request)**

1. The Committee shall select a thesis review committee member (hereinafter, "judge") as a specialist with a doctoral degree in the field, taking into account the research field of the submitted thesis, and the Chairman shall commission the judge.
2. The Committee shall deliver the submitted thesis, review request form, thesis review form, and review fee to the judges through the Director of Publication..

#### **Article 17 (Duties and Dismissal of the Reviewer)**

1. The reviewer shall be responsible for the Committee's commissioned duties in relation to the publication of the thesis, such as the decision of the publication of the submitted theses, the decision of publication, and the revision of thesis.
2. The reviewer shall in principle review the submitted theses within 10 days and forward the review forms to the Chairman.
3. If the reviewer fails to submit a thesis review form within 15 days, the Chairman may dismiss the review request and commission another reviewer.

#### **Article 18 (Number of Reviewer)**

Three experts in the field of submitted thesis shall undertake the review, and when the Director of Publication asks the reviewer for the review, the name of the thesis author shall be anonymously handled.



### **Article 19 (Review Criteria)**

1. The reviewer shall review the submitted theses in accordance with the following criteria. However, for those authored at the request of the Association, a part of the review process may be omitted in accordance with the Editorial Committee's opinion.
  - 1) Conformity of the research topic (to the mission of the Association)
  - 2) Qualitative level and originality of research
  - 3) Feasibility of research methods and logical development
  - 4) Appropriateness of thesis system and description method (references, footnotes, and accuracy of quotation)
  - 5) Academic and social contribution of research results
2. Detailed review shall be made in accordance with the thesis review regulations of the Association (first revision made in March 2015).

### **Article 20 (Judgment of Review)**

The judgment result shall be divided into the four categories of 'publish', 'publish after revision', 're-review after revision', and 'do not publish'.

If the reviewer judges that it is a 'publish after revision', the matters that need to be revised shall be presented, and if it is a 'do not publish', reasons shall be articulated.

### **Article 21 (Confidentiality)**

The list of reviewers and thesis authors shall not be disclosed externally, and only the thesis authors shall be notified of the results of their thesis review.

### **Article 22 (Issuance of Certificate)**

In the case of a thesis approved for publication, the thesis authors shall be issued certificates for the expected publication in the name of the Chairman upon request.

### **Article 23 (Other Matters)**

1. Theses submitted to the associations or institutions other than the Convergence Research Association shall be excluded from publication and canceled if they were reviewed.
2. Unless the member is a foreigner, the language of the thesis published shall in principle be Korean, however, if it is inevitable, thesis may be reviewed in any other language as per the opinion of the Editorial Committee.
3. If an emergency review is inevitable, it may be conducted.
4. In case of a violation of regulations, any publication may be canceled even after publication was completed.
5. Any matters not specified in these regulations shall be determined separately by the Editorial Committee.

# Research Ethics Regulations of the Convergence Research Association

## Preamble

These Research Ethics Regulations (hereinafter, "ethics regulations") define the principles and standards of the research ethics that members of the Association (hereinafter, "members") shall observe when conducting academic research and publishing research papers. The purpose of these regulations is to achieve scholarly progress by recognizing the value of convergence academic research by sharing the research ethics with members and sharing research results. In principle, the subject of these regulations shall be the members of the Association and the thesis authors.

## Chapter 1. Ethics Regulations on Research

### Section 1. Definition of Terms

#### Article 1 (Definition of Terms)

Research misconducts (hereinafter, "misconducts") refer to all types of falsification and alteration, plagiarism, duplicate publication, and unauthorized author indication committed in any research proposal and its execution, and reports and presentation of the related results.

1. Falsification: Fabricating data or research results that are not true or do not actually exist.
2. Alteration: Distorting research content or results by artificially manipulating research materials, equipment, processes, etc. or arbitrarily modifying or deleting data.
3. Plagiarism: Plagiarizing other people's thesis, ideas, research content, results, etc. without making reference to any legitimate endorsement or source.
4. Duplicate publication: Duplicating the results of one's own research or reusing them beyond the generally accepted scope.
5. Indication of unjustified thesis authorship: Not displaying the thesis author's qualification to a person participating in and contributing to the research content and results without justifiable reason, or displaying the author's title unfairly to those who have not participated or contributed to the research.
6. Deliberately interfering with the investigation of the allegations of misconducts of the Association or injuring the informant.
7. Other misconducts that seriously deviated from what is normally accepted in academia in relation to research ethics.
8. Proposing, forcing or intimidating others to the above misconducts.
  - 1) An informant refers to a person who has been aware of a misconduct and who has informed the Association of the fact or related evidence.

- 2) The investigation subject refers to a person who is suspected of having committed misconducts through the informant's report or the recognition of the Association and who is the subject of the investigation, or who is presumed to have participated in any misconducts in the course of conducting the investigation, and witnesses are not included here.
- 3) The investigation is a process to determine whether there is a need to formally investigate the allegations against the alleged misconducts, and to prove the facts of the alleged misconducts.
- 4) A decision is a procedure for establishing the results of a formal investigation and notifying the informant and the investigation subject in writing.

## **Section 2. Thesis Author Related Regulations**

### **Article 1 (Plagiarism)**

Plagiarism is established if a portion of a research or claim that is not done by you is not specified, or if you do not specify the source or reveal the reference. In addition, if you republish or publish your own thesis or any portion of your published works without making any quotation or reference, it will be a violation of the self-plagiarism which is against the principle of initial disclosure of the research results.

### **Article 2 (Provision of Author's Name)**

1. The researcher shall be responsible for the research that he or she has actually conducted or contributed, and be recognized for the research achievement at the same time.
2. The authors or the order of the authors (translators) shall be accurately reflected in line with their contribution to the research regardless of their relative status. On the other hand, it shall be excluded even if it is not recognized as a co-author or joint researcher even though it has contributed to research or writing (translation). However, contribution to a relatively low proportion of research shall be included in footnotes, foreword or public notice following conclusion to thank the authors.

### **Article 3 (Duplicate Publication or Double Publication of Research Results)**

1. Do not publish or submit any previously or existing published research results or those that are being published or are being reviewed as if they were your own original research results. If you intend to publish using a published research paper (secondary publication), you shall provide the editor of the journal you want to publish information about the previous publication and check whether it is a duplicate publication or a double publication.
2. Secondary publication and double publication are strictly separated, and secondary publication is allowed only when it is inevitable, and it shall be approved by the copyright holder of the existing published research and shall

indicate the secondary publication.

#### **Article 4 (Citation and Reference)**

1. If an author refers to or cites a data in a publicly published publication, it shall be clearly stated and the source shall be clearly stated unless it belongs to common sense.
2. When quoting other people's text or borrowing ideas (reference), make sure to indicate whether they are cited by referring to the footnotes, As a result, the reader shall be able to sufficiently judge the original claim and interpretation of the researcher.

#### **Article 5 (Review of Thesis and Dismissal of Review Results)**

The author shall accommodate and reflect in the thesis to the most extent possible the opinions of the Editorial Committee members of the Association and the selected judges in the process of review and evaluation of theses.

### **Section 3. Ethics Regulations for Compliance by the Editorial Committee Members**

#### **Article 1 (Compliance by the Editorial Committee Member)**

The Editorial Committee member shall be responsible for determining whether to publish the submitted academic thesis, and shall comply with the confidentiality of the authorship and respect for independence (maintain the anonymity of authors and the reviewers during the review).

#### **Article 2 (Role of the Editorial Committee Member)**

The Editorial Committee member shall handle the thesis on a fair basis regardless of the author's gender, age, affiliation, and any prejudice or personal relationship, and independently based on the qualitative level of the thesis and the submission regulations.

#### **Article 3 (Selection of Judge)**

1. The Chairman of the Editorial Committee shall refer the evaluation of the submitted thesis to the judges who have expert knowledge and fair judgment ability in the relevant field (detailed subject), but shall make the final decision after the editorial meeting.
2. The Chairman of the Editorial Committee shall make objective assessments to the extent possible by avoiding friendly or hostile Committee members with the person of submission (author) at the time of selecting the reviewers. However, if the results of the evaluation of the same paper differ significantly from those of the judges, they may be consulted by a third-party expert in the field concerned.

#### **Article 4 (Confidentiality of the Editorial Committee Member)**

The Editorial Committee member shall not disclose any matters concerning the author or the contents of the thesis to the person other than the judge until publication is decided.

#### **Section 4. Ethics Regulations for Compliance by Judge**

##### **Article 1**

The reviewer shall submit the evaluation results to the Editorial Committee members within the period of review if the Chairman of the Editorial Committee of the Journal has requested and accepted. If it is judged that he / she is not the proper person to evaluate the contents of the thesis, he / she shall inform the Editorial Committee member without any delay.

##### **Article 2**

The reviewer shall fairly evaluate the thesis subject to objective criteria, regardless of subjective belief or personal relationship with the author. The results of the review shall clearly state the opinions of the reviewer, and any thesis shall not be rejected without any absence of evidence. No thesis shall be rejected for any inconsistency with the subjective view of the reviewer, and the evaluation results shall not be notified without reading the thesis properly.

##### **Article 3**

The reviewer shall clarify his / her judgment on the review form in terms of the review opinions, and provide a specific explanation for the part that he / she thinks is necessary to be supplemented so as to ultimately improve the quality of the thesis.

##### **Article 4**

The reviewer shall maintain confidentiality except for the Editorial Committee before the publication of the thesis subject to review.

#### **Chapter 4. Guidelines for the Implementation of Ethics Regulations**

##### **Article 1 (Pledge for Ethics Regulations)**

New members of the Convergence Research Association shall pledge to abide by these Ethics Regulations, and the existing members shall be deemed to have pledged to comply with the Ethics Regulations when it enters into force.

##### **Article 2 (Reporting of Ethics Regulations and Informant Protection)**

The members of the Association may report to the Ethics Committee of the Association if any violation of the ethics regulations is clearly discovered. The Ethics Committee has the responsibility of protecting the identity of the informant.

##### **Article 3 (Formation of Ethics Committee)**

1. The Research Ethics Committee (hereinafter, "the Committee") shall be organized to manage all matters related to the academic research ethics of the members of the Association and to discuss and act on the behaviors of the members in violation of these regulations.
2. The Committee shall consist of no more than seven members including the Chairman of the Editorial Committee, and the Committee shall be certified by the board of directors through the recommendation of the preceding Chairman and appointed by the Chairman. In addition, the Chairman of the Association and the Secretary shall be included as ex officio members. The term of office shall be two years.
3. The Committee shall have one Chairman overseeing the Committee and one Secretary overseeing the Committee's duties. The Chairman shall be elected by the Committee and the Secretary shall be appointed by the Chairman.

#### **Article 4 (Authority of the Ethics Committee)**

The Ethics Committee investigates issues reported as violations of the Ethics Regulations through informants, investigation subjects, witnesses, reference persons, and evidentiary materials, and if a violation is determined, the Committee recommends to the Chairman formal sanctions.

#### **Article 5 (Operation of the Ethics Committee)**

1. The Committee shall be convened by the Chairman if requested by the Chairman or one-third of the Committee members.
2. The meeting shall be held by the attendance of a majority of the Committee members and shall be decided by the affirmative vote of the majority of the Committee members present.
3. If the corresponding Committee member is an investigation subject, the member shall be suspended from membership until the investigation is completed.
4. The Committee meetings and minutes shall not be disclosed in principle.

#### **Article 6 (Investigation and Review of the Ethics Committee)**

Members who are reported to have violated the Ethics Regulations shall cooperate with the investigation conducted by the Ethics Committee. Failure to cooperate with this investigation shall be treated as a violation of the Ethics Regulations.

#### **Article 7 (Handling of Parties Related to Research Misconducts)**

1. Members of the Association shall report to the Association any cases in which research misconduct related to the Association is suspected.
2. The Association shall not disclose the identity of the prospective proponents to the outside and make utmost efforts to protect the informants' rights.
3. Even if an allegation of misconduct is filed with the Ethics Committee, it shall be deemed not to have violated the research ethics before it is determined to be a misconduct.

4. Any person who is alleged to have committed misconduct and who is brought before the Committee shall actively cooperate with the Committee's investigation.
5. The Association shall not divulge the identity of the parties to the outside until the Committee's final decision is made.
6. The members of the Committee shall not disclose or misappropriate unlisted information related to the deliberation and investigation process.

#### **Article 8 (Review and Handling of Research Misconducts)**

1. A member or interested party of the Association may request the Committee to investigate in writing with respect to any violation of the research ethics of a particular member, and if the request is taken, the Committee shall report it to the Chairman and convene the Committee promptly.
2. The Committee may decide on the review process before the full-scale deliberation of the submitted agenda, such as self-review or request consultation of outside experts.
3. The Committee shall determine the type of disciplinary action and publish it if it is confirmed that the conduct of investigation has been thoroughly investigated for the situation in which deliberation is requested.
4. The Committee shall grant sufficient opportunities to explain to the members subject to review.
5. When the deliberation is concluded, the Committee shall immediately report the results to the Chairman. The results of the review shall include the following matters:
  - 1) Outline of review
  - 2) Review process
  - 3) The contents of the decision (including the disciplinary proposal if necessary) and its evidence, relevant evidence materials
  - 4) Contents and procedures for the member's explanation
6. If there is a disciplinary proposal from the Committee, the Chairman shall convene the board of directors to finally determine and announce disciplinary actions. There are the following types of discipline, which can be duplicated and disciplined if necessary.
  - 1) Informing the researchers and their affiliates of the Association's corrective requests or disciplinary matters
  - 2) Notice of research misconduct on the first issue of the Journal published after the misconduct was confirmed
  - 3) Request for cancellation or revision of published research results
  - 4) Suspension or deprivation of membership for a certain period
  - 5) Prohibition of publication of thesis for the Association's Journal for a period of time
  - 6) Other measures deemed necessary by the Association
7. If it is determined by the Committee that there is no misconduct, appropriate

measures may be taken to restore the honor of the investigation subject undergoing investigation.

**Article 9 (Implementation of the Research Ethics Regulations)**

1. The amendment procedures for these Ethics Regulations shall be in conformity with the amendment procedures of the Association's amendment procedures for bylaws.

2. A member who submits a thesis to the Journal of the Association shall pledge to the corresponding space in the 'Confirmation of Research Ethics Compliance and Disclosure Agreement' that the submitted thesis is not in violation of these Ethics Regulations.

**Article 10 (Amendment of the Ethics Regulations)**

The amendment procedures for the Ethics Regulations shall be in conformity with the Association's amendment procedures for bylaws. If the Ethics Regulations are amended, the member who pledges to abide by the existing regulations shall be deemed to have pledged to abide by the new regulations without performing any additional pledge.



## **Thesis Submission Regulations of the Convergence Research Association**

### **Article 1 (Purpose of the Thesis Submission Regulations)**

The purpose of these Regulations is to specify matters related to the submission of thesis to be included in the "Journal of the Convergence Research Association" (hereinafter, "the Journal") published by the Convergence Research Association (hereinafter, "the Association").

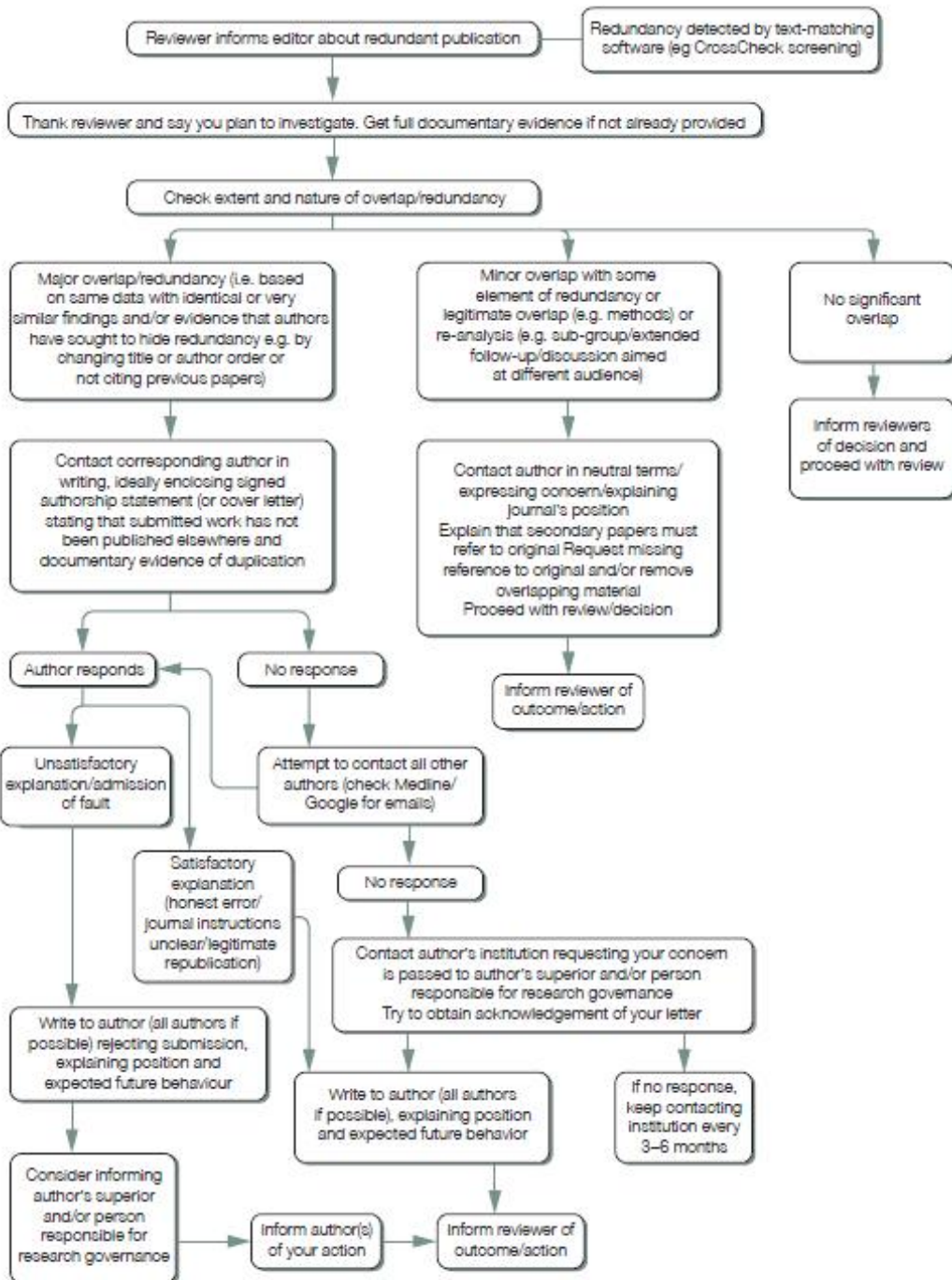
### **Article 2 (Submission of Thesis)**

1. Qualification for submission shall be limited to regular members of the Convergence Research Association. In the case of other members or non-members, consent of the Editorial Committee is required. In case of special submission by a non-member, it may be recorded through the review process of the Editorial Committee of the Association (hereinafter, "the Committee").
2. Submitted thesis shall be unpublished academic papers of theoretical and applied field of convergence areas and contribute to the development of convergence areas, and creativity shall be recognized.
3. When submitting a thesis, the thesis submission regulations shall be complied with and attached to the author's checklist (Example-1) presented in the prescribed form of the Association.
4. A member who submits a thesis shall first pay the review fee and publication fee prescribed by the Editorial Committee to the Association's banking account.
  - 1) If compliance with the submission is confirmed and a thesis is submitted for review, KRW 100,000 of the review fee and publication fee prescribed by the Editorial Committee shall be paid.
  - 2) The actual expenses required for publication and photo disassembly shall be charged to the author of the correspondence, and the basic 20 pages shall be KRW 100,000, and the excess shall be KRW 5,000 per page.
  - 3) Ten copies of each thesis shall be provided to the author, and if more than 10 copies are requested, each copy shall be provided at the rate of KRW 1,000 per copy.
5. If there are two or more researchers in the submitted thesis, the first listed author and the rest will be considered co-authors. In the process of submission and review of the thesis, the correspondent of the Editorial Committee shall be called the corresponding author and shall be indicated separately.
6. The publication order of theses shall be in the order of receipt, which may be adjusted by the Chairman of the Editorial Committee.
7. Responsibility for the content of the paper lies with the author, and the thesis shall not be returned. If the author of the paper is more than two persons, the first author shall be the author (first author) and the remaining author shall be the co-author. If the responsible author is not the corresponding author, the author shall be designated separately.

8. The copyright of a thesis that has already been published in the Journal or to be published in the future shall be reverted to the Association and shall be regarded as transferring the copyright of the thesis as a contribution of the thesis to the Association. In addition, there shall be no objection to matters already managed by the Association on the theses published in the previous Journals. If the publication of a thesis is confirmed, the copyright transfer consent form (Example-2) shall be submitted.
9. The number of submissions shall be limited to one per person. However, if one is not the main author (responsible author and corresponding author), he or she can publish up to two.
10. Whoever that submits thesis to the Association's Journal shall observe the "Research Ethics Regulations of the Convergence Research Association". In addition, if a researcher's research misconduct is found, he or she may be subjected to the necessary disciplinary action in accordance with the Research Ethics Regulations of the Association. In addition, the submission shall be restricted to non - publishing materials.
  - 1) All research ethics related matters such as the Ethics Regulations and plagiarism, duplicate publication, research misconduct, etc., shall be subject to the Research Ethics Regulations of the Convergence Research Association. In addition, review and handling procedures related to research ethics shall be conducted based on the International Standards for Publishing Ethics Guideline (<http://www.icmje.org>).
  - 2) The handling of theses in which research misconducts have occurred shall be subject to the flowcharts of the Committee on Publication Ethics (<http://publicationethics.org/resources/flowcharts>).

# What to do if you suspect redundant (duplicate) publication

## (a) Suspected redundant publication in a submitted manuscript



Originally developed for COPE by Liz Wager of Sideview ([www.lizwager.com](http://www.lizwager.com))  
© 2016 Committee on Publication Ethics (CC BY-NC-ND 3.0)  
A non-exclusive licence to reproduce these flowcharts may be applied for by writing to: [COPE\\_administrator@publicationethics.org](mailto:COPE_administrator@publicationethics.org)

publication

11. All theses submitted to the Journal of Convergence Research Association shall be checked for duplication with the existing published documents by conducting a similarity check ([https://app.ithenticate.com/en\\_us/login](https://app.ithenticate.com/en_us/login)) (<http://www.crossref.org/>).org/crosscheck.html)

### **Article 3 (Manuscript Preparation Instructions)**

1. Thesis shall be written in Korean or English.
2. Thesis shall be prepared with a word processor (Shin Myung-jo) including references, figures and charts based on Korean papers at 11 points for font size, with a line spacing of 180, for the total of 20 pages in length. The Association may require reasonable costs for excess.
3. The thesis shall be submitted through the thesis submission system (<https://jts.jams.or.kr/co/main/jmMain.kci>).
4. Manuscripts shall be submitted as a cover page and an underlining sheet for the fairness of review. The cover page of the paper shall contain the following elements. Title of the thesis (in Korean and English), Korean and English names of all authors, institutional affiliation and title (in Korean), e-mail address, and corresponding author's indications (see Example-3).
5. In the title page of the thesis, the following shall be included, and the author and institutional affiliation shall not be indicated.
  - 1) Thesis title in Korean and English
  - 2) Abstract in Korean
  - 3) Abstract in English
  - 4) Keywords in Korean
  - 5) Keywords in English (see Example-4)
6. Keywords shall be written in the alphabetical order of 5 or more and 6 or less each respectively, in Korean and English.
7. Abstract shall be 200-250 words including research purpose, research method, and conclusion.
8. The foreign language or language of foreign origin shall be written in the target language of translation or Korean according to the original language to the extent possible. However, the name of the foreigner shall not be written in Korean but written in foreign language.
9. The format of citations and references shall follow the legends.
10. The first abbreviation shall be abbreviated in parentheses.
11. Tables and figures shall be serialized and follow the following example (see Examples 5 and 6).
12. Manuscripts shall be prepared with a word processor (HWP or MS Word).

### **Article 4 (Journal Publication and Deadline for Manuscripts)**

1. Submit manuscripts at all times throughout the year, and they are published thrice a year (April 30<sup>th</sup>, August 31<sup>st</sup> and December 31<sup>st</sup>).
2. The deadline for publication decision shall in principle be 30 days prior to the publication of each issue, however, the publication may be postponed after the next issue due to the editing circumstances of the Journal.

### Example-1 (Checklist for Author)

To Check	Confirmed
Printed in an A4 sized paper with 11 point for font size, with 180 of line spacing.	
Thesis is in the order of cover page, title page, main text, and references, with each part beginning in the new page.	
Page number began with Page 1 in the cover page.	
In the cover page are listed the thesis title in Korean and English, authors' names in Korean and English, institutional affiliation, position, and email address, further to the corresponding author's name in Korean and English, institutional affiliation (college or university), email address (or fax number).	
In the title page are the thesis title in Korean and English, abstract in Korean and English, and keywords in Korean and English. (Author's name is omitted as needed in the review process.)	
The abstract in English is formed in 200-250 words, with keywords are listed 5 or more each in Korean and English.	
Numbers for tables and figures are indicated in the right positions in the main text.	
Techniques for references are in line with the format required by the editing regulations of the Korea Biblia Society.	
All authors have signed in the consent form for copyrights.	
1 copy of the original, 2 copies of the duplicates, 1 copy of disk, thesis review fee (KRW 60,000), publication fee (KRW 30,000), and a copy of the receipt of the deposit made are sent together.	

### Example-2 (Consent to Transfer Copyrights)

**ILLEGIBLE**

### Example-3 (Cover Page)

Topic in Korean
Topic in English
Author's name (in English)
Institutional affiliation and position
Email address
Corresponding author's name
Institutional affiliation and position
Email address

Phone number / fax

**Example-4 (Title Page)**

Topic in Korean

Topic in English

Abstract (in Korean)

Keywords:

Abstract (in English)

Keywords:

**Example-5 (Figure)**

DIAGRAM

<Figure 1> Title

**Example-6 (Table)**

<Table 1>

## Legends

### 1. Technical elements and form of the quotation

#### 1.1 Author

##### 1) Single author

(Roh Dong-Jo 2013)

##### 2) Co-authors

(Cha Mi-Kyung and Pyo Soon-Hee 2008)

(Noh Young-Hee, Ahn In-Ja, and Choi Sang-Ki 2013)

(Heine and Hammamura 2007)

##### 3) 4 authors or more

(Kwak Seung-Jin et al. 2013)

(Nicholas et al. 2014)

##### 4) Group's name

(Korea Library Association 2013)

(U.S. Office of Education 2010)

#### 1.2 Publishing year

(Kim Yu-Seung 2014a)

(Kim Yu-Seung 2014b)

(Brooks 1983a)

(Brooks 1983b)

#### 1.3 Number of pages and specific elements

(Park Ok-Nam 2014, 417)

(Atinmo 2002, 460)

(Pitemick 1984, 444; Lancaster 1986, 89; Bates 1989a)

### 2. Technical elements and format of the references

#### 2.1 Publication in book

##### 2.1.1 Author

##### 1) Single author

Byeon Woo-Yeol. 2015. "Understanding Reading Education". Seoul: Korean Library Association.

Hawkins, Scott. 2015. *The Library at Mount Char*. New York: Crown.

##### 2) Co-authors (for two or three persons)

Jung Dong-Yeol and Cho Chan-Shik. 2009. "Introduction to Library and Information Science". Seoul: Korean Library Association.

Bawden, D. and Lyn Robinson. 2012. *Introduction to Information Science*. Chicago:

Neal-Schuman Publishers.

3) Co-authors (4 persons or more)

Jung Jin-Shik and 3 persons. 2002. "Digital Library Information Service". Seoul: Library Association.

4) Authors and writers, translators

Lee Sang-Woo, Ha Young-Seon. 1998. "Modern International Politics". Seoul: Nanam Publishing.

Nan S., Russell. 2015. "Trust Corporation". Translated by Park Soo-Cheol. Seoul: Sigma Books.

Mohanraj, Mary Anne ed. 2015. *The WisCon Chronicles, Vol.9: Intersections and Alliances*. Seattle: Aqueduct Press.

## 2.2 Technical elements and formats of serial publications

### 2.2.1 Academic journal

Jung Eun-Kyung. 2012. "Analysis of Image Request and Context in Image Retrieval Failure". *Journal of Korean Biblia Society*, 26(1): 199-215.

Chen, Ya-Ning and Hao-Ren Ke. 2013. "FRBRoo-based Approach to Heterogeneous Metadata Integration." *Journal of Documentation*, 69(5): 623-637.

Cho, Y., B. Mallinckrodt, and S. Yune. 2010. "Collective and Individualism as Bicultural Values: South Korea Undergraduates' Adjustment to College." *Asian Journal of Counseling*, 17(1&2): 81-104.

### 2.2.2 Popular magazines and newspapers

"Joongang Ilbo". 2013. Busan Youngdo Grand Bridge Restored in 47 years. "I wanted to see it so much." November 27<sup>th</sup>.

'The Next Chairman Of Taiwan'. 2015. Time Magazine, June 29, .

Toufexis, A. 1990. Struggling for Sanity. Time, October 8: 14-48.

## 2.3 Technical elements and formats of unpublished materials

### 2.3.1 Dissertations for degrees

Lee Saeng-Dong. 2013. "A Study on Improvement System of Record Management System Based on Cloud Computing". Master's Thesis. Myongji University Graduate School, Department of Library and Information Science.

Haley, Daniel Joseph. 2010. *The use of print materials in the internet age: A comparative study of academic library circulation patterns*. Ph. D. diss., University of California of Los Angeles at California.

### 2.3.2 Conference papers

Choi Ho-Nam. 1995. The Progress of the Digital Library in the US University Library and KAIST. "Science and Technology Information Management Council Seminar". June 21-22, 1996. Seoul: Science and Technology Information Management Council.



### 2.3.3 Technical reports and patent data

Korea Education and Research Information Service. 2014. "Research on ICT Literacy Level Measurement for Elementary and Middle School Students in 2014". Daegu: Korea Education and Research Information Service. Research report KR 2014-2.

Henderson. V. L. and C. S. Dweck. 1989. Predicting Individual Differences in School Anxiety in Early Adolescence. ERIC Document Reproduction Service No. ED 310 884.

U.S. Patent No. 5,228,119 (figures 27.6 through 27.11 herein)

## 2.4 Technical elements and formats of electronic references

### 2.4.1 Database

CONARIS. 1988. Library Regions in Profile. [cited 2001.8.20].

<<http://thenortheast.com/conarls/PIP98.pdf>>.

Bertot, John Carlo, Charles R. McClure, and Joe Ryan. 1998. Victorian Public Libraries and the Internet: Results and Issues [online]. [cited 2002.7.7].

<<http://avoca.vicnet.net.au/~viclink/report97.pdf>>.

### 2.4.2 Electronic serial publications

Brown, G. N. 1993. Borderline States: Incest and Adolescence. *Journal of Analytical Psychology*[CD-ROM], 38(1): 23-25. Abstract from Silver Platter File; Psyclit Item 80-25636.

Korean Medical Journal Editors' Council (MEC). 2003. Evaluation Status of Medical Journals. *News of the Korean Medical Journal Editors' Association*. 15:1 [online] [cited 2003.5.21]. <<http://kamje.kams.or.kr>>.

### 2.4.3 Electronic bulletin board and electronic messages

Discussion on All Forms of Cinema [online]. [cited 1995.8.1].

<[LISTSERV@american.edu/Getcinema-1log9504A](mailto:LISTSERV@american.edu/Getcinema-1log9504A)>.

Jericho's Walls. 1990. In *History Log9008* [electronic bulletin board] [S.L.] 27 August 1990.

Pritchard. S. 1995. Your Request for Information about ISO Standards. 18 February 1995. [cited 1995.3.3]. Personal Communication.