



# **Journal of Equity in Sciences and Sustainable Development (JESSD)**

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## **Author's Guideline**

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Editorial Office  
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## **Preamble**

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The Journal of Equity in Sciences and Sustainable Development (JESSD), published by Madda Walabu University, is a peer-reviewed, open-access platform dedicated to fostering interdisciplinary research that promotes equity, justice, and sustainability. With a commitment to advancing knowledge through original research, reviews, case studies, and policy briefings, JESSD encourages submissions from diverse global researchers, ensuring inclusivity and accessibility without publication or access fees. This author guideline provides comprehensive instructions to ensure manuscripts meet the journal's general formats and structures and rigorous standards for originality, scientific rigor, and clarity, facilitating a seamless submission process via the Open Journal System (OJS) and supporting impactful contributions to sustainable development.

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## 1. General Information

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The Journal of Equity in Sciences and Sustainable Development (JESSD), eISSN: 2523-1901, is an international, peer-reviewed journal dedicated to advancing interdisciplinary knowledge at the intersection of science, equity, and sustainable development. The journal provides a platform for critical debates, innovative research, and policy dialogue that promote fairness, inclusivity, and resilience in addressing local, regional, and global development challenges.

JESSD is owned and published by Madda Walabu University. The journal publishes original papers that have not been previously published including original research articles, theoretical and conceptual papers, review articles, case studies, short policy briefing, and research notes that critically engage with the theories, practices, and policy implications of sustainable development across multiple sectors. The journal particularly values contributions that bridge the gap between scientific evidence and policy/practice, with a focus on equity, justice, and inclusive innovation.

JESSD is an open access, does not charge any fees to authors for publication or to readers for accessing content, ensuring equitable dissemination of knowledge. Contributions are submitted in English and the journal welcomes submissions from researchers worldwide, regardless of gender, career stage, or ethnic and religious affiliation. The journal is issued biannually, in January and June, and is indexed in Google Scholar, AJOL, EBSCO, EJOL, and Copernicus, providing broad visibility and academic reach. Digital copies of all articles are permanently archived in the Madda Walabu University Institutional Repository and OJS open-access repository. In addition, JESSD participates in LOCKSS and CLOCKSS digital preservation systems, and each article is assigned a DOI, ensuring long-term accessibility, discoverability, and citation integrity.

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## 2. Guide for Author

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### 2.1 Submission checklist

- All required files have been uploaded, with file names and proper description
  - E.g. 1. Manuscript:***
    - ☞ Including Keywords not more than 6 words,
    - ☞ Figures, (including titles and proper captions)
    - ☞ Tables (including titles, description, and sources or footnotes)
    - ☞ Ensure all figures and tables cited in the correct section provided in the file
    - ☞ Specify clearly if color print is required including figures and Tables

***E.g. 2. Supplementary materials (where applicable)***

- Author names and their affiliations should be provided. Please indicate the given name(s) and family name(s) of each author, with affiliation addresses and country, if available, the e-mail address of each author should be provided.
- All authors must be stated at the time of submission. No subsequent addition of authors' names will be permitted
- One author should be designated as corresponding author who will handle correspondence at all stages of peer-reviewing, publication, and post-publication.
- The manuscript title is catchy, short, and informative, and does not exceed 20 words.
- The abstract can be read as stand-alone text and does not exceed 250 words.
- The manuscript file contains all essential sections (the order can vary): Title, Abstract, keywords, Introduction, Materials and Methods, Results, Discussion, Conclusion and Implications, References, and Figure and Table Captions
- Please write your text in good English (American or British language usage is accepted, but not a mix of).
- Please provide your manuscript text in an editable format, with font styles of Times New Roman, 11 pt for body text, 12 pt for main headings, and 1.15 line spacing.
- The main text of the manuscript should be formatted in a two-column layout, while tables and figures should be presented in a single-column format to ensure clarity.
- Please ensure your manuscript has consecutive line numbering. This is an essential peer review requirement.
- The manuscript file should be checked for 'spelling', and 'grammar'.
- Authors are advised to check their own manuscripts with software such as Turnitin, or other plagiarism checker software before submission to ensure that the manuscripts do not include materials that already existing in the public domain. As a minimum, the aper should not have more than 1% similarity with any single source and no more than 20% overall similarity. If you use exact words or unique phrases, you must cite the source with page numbers and use quotation marks where needed.
- All references mentioned in the References list should be cited in the text, and vice versa.
- Appropriate permission need to be obtained for the use of copyrighted materials from third party including the Web.

- All necessary declarations should be made, as well as any conflict of interest should be stated. Especially, any financial and personal relationships that the authors may have with other people or organizations that could inappropriately influence (bias) their scholarly works should be disclosed.
- Authors advised to follow the journal guidelines but a failure to comply with the guidelines, the editor will send back it for further revisions.
- All information contained in your manuscript and acquired during the review process will be held in the strictest confidence.
- Rejected manuscripts may resubmit, if the author/s make significant revision

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## **2.2 Initial submission**

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Submission to JESSD is online only using our editorial system Open Journal System (OJS)/ <https://www.jessdmwu.edu.et>. Authors are expecting to register in the system before starting the submission and required to **Log In** as an author. The system guides you step-by-step through the process of entering the required details and uploading your manuscript files. The system automatically converts your manuscript files to a single PDF file used in the peer-review process and you will be able to track the status of your manuscript submission through the system. The system will send all the detail correspondence through the peer-review process, including notification of the Editor's decision and requests for revision through your registered correspondence email, and often make 'CC' to other contributors.

### **2.2.1 Submission categories**

#### **1) Original Research Paper (approx. 10,000 words)**

In this category, author/s can only submit full-length research papers that reports original scholarly work. In addition to having specific implications for management and practice/policy in sciences and sustainable development, the research paper should contribute to theoretical/methodological advancement.

#### **2) Review paper (approx. 10,000 words)**

**JESSD** does not publish pure bibliometric studies or simple systematic literature reviews. Author/s of the paper; therefore, advised to critically review scholarly articles where the subject has

developed from with a strong theoretical focus, where the literature is now and where it might develop theoretically/methodologically in the future.

### **3) Case study (approx.7, 500 words)**

The JESSD publishes articles that report case studies carried out in a single location that can demonstrate the validity of and contribution to the further development of a theory/method/analysis technique/innovative concept.

### **4) Short Research Note (approx. 3,000 words)**

The JESSD encourages the submission of short research notes that report a small-scale study on a niche topic/concept, and should contribute to knowledge/theoretical/methodological advancement beyond offering pure empirical evidence of a phenomenon.

### **5) Short policy briefing (approx. 3, 000 words)**

JESSD accepts a policy briefing, which is a concise, evidence-based article that translates research findings into clear, practical recommendations for policymakers, practitioners, and stakeholders, particularly in the context of equity, science, and sustainable development. Its purpose is to bridge the gap between scholarly research and real-world decision-making by highlighting key issues, summarizing implications, and providing actionable guidance in an accessible format.

## **2.2.2 Manuscript Preparation**

The Journal has formatting requirements that all manuscripts must include all the essential elements needed to convey the content in clearly defined sections: Title, Abstract, keywords, Introduction, Materials and methods, Results, Discussion and/or Conclusions, Implication, Figures and Tables with captions, and any Supplementary material required.

### *2.2.2.1 Title*

The title should be concise, informative, and ideally contain no more than 20 words. Each word should begin with a capital letter. Since titles are often used in information-retrieval systems, careful selection can significantly affect how easily readers discover your research. The title page should also include the authors' full names and affiliations, as well as the corresponding author's contact information, including email, fax, phone number, and P.O. Box address.

### ***2.2.2 Abstract***

A concise and factual abstract is required, summarizing the objectives, methodology, principal results, major conclusions, and key implications of the research. The abstract should be able to stand alone and be understandable without reference to the main text. Do not include references or non-standard abbreviations; essential abbreviations should be defined at their first mention. The abstract should be clear, informative, and not exceed 250 words.

### ***2.2.2.3 Keywords***

The abstract should be followed by 4 to 8 keywords for indexing purposes. Keywords should be left-justified and listed in alphabetical order. Avoid general or plural terms, multiple concepts, and connecting words such as “and” or “of.” Use abbreviations sparingly; only those widely recognized and established in the field are acceptable.

### ***2.2.2.4 Abbreviations and Symbols***

Please define all abbreviations at first use.

### ***2.2.2.5 Introduction***

The introduction provides adequate background information, provide a clear statement of the problem, state the objectives of your work in light of previous findings, and state the proposed approach or solution; while avoiding a detailed literature review. It should be from a broad range to the topic specific need to be addressed followed by justification the problem and objectives. Please provide adequate background information, while avoiding a detailed literature review, and state the objectives of your work in light of previous findings.

### ***2.2.2.6 Literature Review***

The literature review should build upon, rather than repeat, the background information presented in the introduction and provide a solid foundation for the study. It should critically synthesize relevant research, identify gaps, and justify the need for the current work. While the literature review establishes the theoretical context, subsequent sections, such as calculations or methodology should focus on the practical development and application of that theoretical foundation.

### ***2.2.2.7 Materials and methods (methodology)***

The Materials and Methods section should provide sufficient detail to allow reproducibility of the study. Previously published methods must be cited, and only relevant modifications should be described. The section should clearly explain the experimental or study design and can be organized using subheadings for clarity. Only novel procedures should be described in detail; established methods should be referenced, with any significant modifications noted briefly. Additionally, the procedures, tools, and techniques used for data collection and statistical analysis should be adequately explained to ensure transparency and reproducibility.

### ***2.2.2.8 Results and Discussion***

Results should be presented clearly and precisely. Findings obtained in the study should be written in the past tense, while previously published results should be referred to in the present tense. Results must be explained with appropriate cross-references to text, tables, and figures, including the statistical significance where applicable. The discussion should interpret the findings, highlight their implications, and compare them with previous studies. It should focus on the significance and meaning of the results rather than merely repeating them. A combined Results and Discussion section is often appropriate, although JESSD also allows a separate Discussion section if preferred.

### ***2.2.2.9 Conclusions and Implications***

Conclusions should be drawn directly from the study's findings, emphasizing their contribution to knowledge and identifying areas for future research. Key findings should be highlighted, and implications or recommendations should outline potential policy impacts, practical applications, or directions for further development. The Conclusions and Implications (or Recommendations) may be presented as a stand-alone section or combined, depending on the manuscript structure.

### ***2.2.2.10 Figure and Table captions and Mathematical equations***

Figure captions should be numbered sequentially and placed below the corresponding figure. Graphics must be prepared using applications that generate high-resolution GIF, TIFF, JPEG, or PowerPoint images before inserting them into the Microsoft Word manuscript. Each caption should be self-contained, including a brief title and a concise description of the illustration. All

symbols, abbreviations, and units used in the figure must be explained. Figures must also be properly cross-referenced in the text.

Tables should be kept to a minimum and designed to be as simple and clear as possible. They must be single-spaced throughout, numbered consecutively in Arabic numerals, and self-explanatory without requiring reference to the text. Table captions should be placed at the top of each table, and all tables must be cross-referenced within the text. Avoid presenting the same data in both table and graph form or repeating it in the text. Tables should ideally be included within the manuscript file, using a single table grid for each table or tabs to separate columns. Submit tables as editable text, not images. Any table notes should be placed below the table body.

all mathematical equations should be submitted in an editable format, not as images. Simple formulae should be included within the line of normal text where possible, using the solidus (/) instead of a horizontal line for small fractional terms (e.g., X/Y). Variables should generally be presented in italics, and powers of e can be expressed using exp for clarity. Any equations that are displayed separately from the text and referred to explicitly should be numbered consecutively for easy cross-referencing.

#### ***2.2.2.11 Acknowledgements, Declaration of Conflicts of Interest, and Authors contribution***

All acknowledgements should be collated in a separate section placed at the end of the article, immediately before the References. This section may include recognition of funding sources, institutional support, or contributions from individuals who do not meet authorship criteria. Authors must also include a Declaration of Conflicts of Interest, stating any financial, personal, or professional relationships that could be perceived to influence the work. Additionally, the section should outline each author's specific contributions to the study, such as conceptualization, methodology, data analysis, writing, or supervision, ensuring transparency and accountability in authorship.

#### ***2.2.2.12 References***

JESSD follows APA (7th edition) referencing and in-text citation. References should include author(s), year, title, journal or book, volume/chapter, page numbers, and DOI where available.

Journal names should follow standard abbreviations. Consistency is essential, and the final reference style will be applied at the proof stage.

### ✓ **Citation in text**

In-text citation: Every source cited in the text must appear in the reference list and vice versa. Use author(s) last name(s) and year, e.g., (Dorchies, 1978). For works with 3–5 authors, cite all authors first time, then first author + et al.; for 6 or more authors, use first author + et al. consistently. Group or corporate authors should be spelled out in the first citation; abbreviations may be used thereafter if standard (e.g., WHO). For secondary sources, use “as cited in” for the source you actually consulted.

### ✓ **The reference lists**

All sources cited in the manuscript must be listed on a separate page under the heading “References”. The reference list should provide complete details to allow readers to locate and retrieve each source, ensuring transparency and credibility. Every source cited in the text must appear in the reference list, and every entry in the reference list must be cited in the text. The only exception is personal communications, which should be cited in text but not included in the reference list. References should follow APA 7th edition formatting.

#### **Book – author**

- e.g., Collier, A. (2008). *The world of tourism and travel*. Rosedale, New Zealand: Pearson Education New Zealand.

#### **Book- Editor**

- e.g., Aspinall, V. (Ed.). (2014). *Clinical procedures in veterinary nursing* (3rd ed.). Edinburgh, Scotland: Elsevier

#### **Chapter in an edited book**

- e.g., Palmer, F. (2007). Treaty principles and Maori sport: Contemporary issues. In C. Collins & S. Jackson (Eds.), *Sport in Aotearoa/New Zealand society* (2nd ed., pp. 307-334). South Melbourne, Australia: Thomson.

#### **ebook (including Safari and Google books)**

- e.g., Sadun, E., Grothaus, M., & Sande, S. (2011). *Taking your iPad 2 to the max* (2nd ed.) [e-book]. Retrieved from <http://books.google.co.nz>

#### **Serial/journal article (print)**

- e.g., Gabbett, T., Jenkins, D., & Abernethy, B. (2010). Physical collisions and injury during professional rugby league skills training. *Journal of Science and Medicine in Sport*, 13(6), 578-583

#### **Serial / journal article (online from a database – e.g. EBSCO or Newztext)**

- e.g., Marshall, M., Carter, B., Rose, K., & Brotherton, A. (2009). Living with type 1 diabetes: Perceptions of children and their parents. *Journal of Clinical Nursing*, 18(12), 1703-1710. Retrieved from <http://www.wiley.com/bw/journal.asp?ref=0962-1067>

- Gabbett, T., Jenkins, D., & Abernethy, B. (2010). Physical collisions and injury during professional rugby league skills training. *Journal of Science and Medicine in Sport*, 13(6), 578-583. doi:10.1016/j.jsams.2010.03.007

**Internet sources-No author, No date**

- e.g., *Pet therapy*. (n.d.). Retrieved from [http://www.holisticonline.com/stress/stress\\_pet-therapy.htm](http://www.holisticonline.com/stress/stress_pet-therapy.htm)

**Internet sources-Organization, as a corporate author**

- e.g., Ministry of Health. (2014). *Ebola: Information for the public*. Retrieved from <http://www.health.govt.nz/your-health/conditions-and-treatments/diseases-and-illnesses/ebolainformation-public>

**Conference Paper (print)**

- e.g., Williams, J., & Seary, K. (2010). Bridging the divide: Scaffolding the learning experiences of the mature age student. In J. Terrell (Ed.), *Making the links: Learning, teaching and high quality student outcomes*. Proceedings of the 9<sup>th</sup> Conference of the New Zealand Association of Bridging Educators (pp. 104-116). Wellington, New Zealand.

**Conference paper (online)**

- e.g., Cannan, J. (2008). Using practice based learning at a dual-sector tertiary institution: A discussion of current practice. In R. K. Coll, & K. Hoskyn (Eds.), *Working together: Putting the cooperative into cooperative education*. Conference proceedings of the New Zealand Association for Cooperative Education, New Plymouth, New Zealand. Retrieved from [http://www.nzace.ac.nz/conferences/papers/Proceedings\\_2008.pdf](http://www.nzace.ac.nz/conferences/papers/Proceedings_2008.pdf)

**Thesis (print)**

- e.g., Johnson, S. (2013). *Style strategies* (Master's thesis). UCOL, Whanganui School of Design, Whanganui, New Zealand.

**Thesis (Online)**

- e.g., Mann, D. L. (2010). *Vision and expertise for interceptive actions in sport* (Doctoral dissertation, The University of New South Wales, Sydney, Australia). Retrieved from <http://handle.unsw.edu.au/1959.4/44704>

## 3 Peer Review process

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### 3.1 Review policy

JESSD follows a rigorous double-blind peer review policy, ensuring that all information identifying authors is concealed from reviewers, and vice versa. Authors are required to submit two separate files: (1) a title page containing author details, affiliations, acknowledgments, declarations, and complete contact information for the corresponding author, and (2) an anonymized manuscript without any author identifiers.

Upon submission, all manuscripts undergo an initial desk review by the Editor-in-Chief, Associate Editor-in-Chief, or Section Editors with relevant expertise within five days to assess suitability for the journal. Manuscripts deemed unsuitable or unlikely to pass peer review may be rejected at this stage. Suitable manuscripts are typically sent to at least two independent expert reviewers, who act

independently and are not aware of each other's identities. Reviewers are selected based on their expertise in the subject area, must not be from the authors' institutions, and should have no recent joint publications with the authors. If there are significant discrepancies between reviewer recommendations, a third reviewer may be consulted.

During the review process, editors may request additional information, including raw data, if necessary for evaluating the scholarly merit of the manuscript. All such materials are treated as confidential and must not be used for personal gain. Reviewers are expected to provide objective, high-quality feedback on the scientific rigor, relevance, and clarity of the manuscript. If any review is convincingly questioned by authors, additional reviewers may be assigned to ensure fairness and quality.

Members of the editorial board members or guest editors are allowed to submit their own papers; in such cases, they are removed from all editorial duties for that manuscript, and another editor oversees the peer-review process. Authors receive anonymized reviewer comment and may be asked to revise their manuscript, providing point-by-point responses to reviewers' comments. The final decision on acceptance or rejection rests with the Editor-in-Chief, Associate Editor-in-Chief, or Section Editor. Authors may appeal editorial decisions, and the review process is generally completed within 6–8 weeks, ensuring timely and thorough peer review.

### **3.2 Decisions**

Once the manuscripts have been referred by the peer reviewers, based on the review report, the editor will make decision. There are three possible decisions: 1) Accept, if the manuscript satisfies all journal publication criteria); 2) Invitation to Revision, if more work is required, editor will invite authors to revise and resubmit the manuscript. In this case, editors will often ask the original peer-reviewers to check the manuscript again whether if their concerns have been addressed or not; and 3) Reject, if the manuscript fails to satisfy key criteria and it is highly unlikely that further work can address its shortcomings.

### **3.3 Revisions**

If the manuscript has been refereed and the editor invites author to submit a revised version of the manuscript, it is critical to consider all editor and reviewers' comments. If authors are able to suitably address these comments, the editor ask the author to submit a response to each comment

alongside the revised manuscript. The revised manuscript and the author’s response to the comments and criticisms will be assessed by the original editor whenever possible and, if required, by the original peer-reviewers. Therefore, authors are advised to either outline how the criticism was addressed in the revised manuscript or provide a rebuttal to the criticism. This makes it easier for reviewers and editors to evaluate authors’ revised manuscript, and may look like the example below.

Table 1: Examples of author’s response to reviewers’ comment

Reviewers’ comment	Author’ responses	Page
<b>Comment #1:</b> Although the methodology section is well-written, still how the respondents were intercepted are not adequately described.	I appreciate the reviewer’s comments about the methodology section. This study increases some content to describe how the respondents were intercepted.	See Pp. 21-22
<b>Comment #2:</b> The authors used PLS-SEM, but it is highly vulnerable to manipulation that could affect model replication. Therefore, I strongly recommend authors to inform how the assumptions of the model have been tested.	This study follows the criterions suggested by Hair et al. (2020) to assess PLS structural model. Step 1. Evaluate structural model collinearity Step 2. Examine significance of path coefficients Step 3. R <sup>2</sup> of endogenous variables Step 4. <i>f</i> <sup>2</sup> effect size Step 5. Predictive relevance Q <sup>2</sup> , therefore, the results of assumption test are annexed and indicated in the manuscript	See pp. 25-26

### 3.4 After Acceptance

#### 3.4.1 Online Proof Correction

To ensure a speedy and accurate publication process, corresponding authors will receive an email with a link to JESSD’s online proofing system within 24–48 hours. This web-based system, similar to MS Word, allows authors to annotate and correct proofs, edit text, comment on figures and tables, and respond to queries from the Copy Editor. Corrections can also be made by annotating and uploading the PDF version if preferred.

Authors should use the proof to check typesetting, completeness, and accuracy of text, tables, and figures; major changes to the accepted article require prior permission from the Editor. All corrections should be sent in a single communication, as subsequent edits cannot be guaranteed. Careful review is the responsibility of the author. Following approval, the manuscript will be

published online promptly, with a Digital Object Identifier (DOI) assigned for full citation and discoverability.

### **3.4.2 Other post-publication changes**

At the request of authors who have changed their names, we will update the author names on published papers and issue a Correction. For authors with a strong need for privacy, the change will be made discreetly, without publishing a Correction.

### **3.4.3 Open Access Notes**

*JESSD* is a fully open access journal. Once published, your article will be immediately and permanently available for readers to read, download, and share. Readers will be able to access the published contents freely on both [www.jessdmwu.edu.et](http://www.jessdmwu.edu.et) and <https://www.ajol.info/index.php/jessd>