

Appendix 1.

Instructions to authors for publication in the *Journal of the Korean Physical Society*

Article 1. (Classification of Papers)

- 1) Papers are classified as research papers, letters, brief reports, comments and replies, and review papers.
- 2) (Letters) Letters are papers of a short length with timely and important physical findings, and they are given priority in processing. The length of a Letter is limited to no more than four printed pages. A short memo describing the Letter's importance should be submitted with the manuscript.
- 3) (Brief Reports) Brief reports are the same as research papers, except that the length cannot be more than four printed pages.
- 4) (Comments and Replies) Comments include opinions on the papers already published. Replies include answers by the author(s) of the paper commented upon.
- 5) (Review Papers) After consulting with the Executive Editor and the Editorial Board members of the related subjects, the Editor-in-Chief can invite persons to submit Review Paper(s) without refereeing.
- 6) (Papers presented at an international conference, workshop or symposium) The manuscripts presented at a conference, workshop, or symposium may be submitted together to the *Journal of the Korean Physical Society* (hereafter referred to as JKPS) by the organizing committee who wish to publish them in JKPS as either a regular issue (in whole or part of an issue) or a supplementary issue. In this case, the organizing committee must send in a written application for the submission, available from KPS, to the Editor-in-Chief at least two months before the conference, workshop, or symposium. The Editor-in-Chief and the Executive Editor in charge of this matter will judge the appropriateness of the submission to JKPS, and the Editorial Board will make the final decision as to the permission.

Article 2. (Submission of Manuscripts)

- 1) Manuscripts should be submitted in triplicate (along with original figures and a diskette containing the file of the manuscript) to KPS by mail. Alternatively the submission can be made by electronic mail. It is recommended that the manuscripts be in the TeX format.
- 2) (Rapid Submission) The author(s) may make a rapid submission when s/he (they) want(s) to publish a manuscript in a shorter time period than usual, by also submitting a short memo describing the reason(s) and by paying a processing fee.

Article 3. (Language) The language of JKPS is English.

Article 4. (Format)

- 1) The manuscript should begin with the title and be followed, in order, by the names of the authors and their affiliations, the abstract, the PACS numbers, the electronic mail address, telephone and fax numbers of the principal author, the text, the references, the table captions, the tables, the figure (photograph) captions, and the figures (photographs).
- 2) The format of the proceedings of a conference, workshop, or symposium is the same as that of the regular JKPS issues. The name, date, venue, and the organizing committee of the conference, workshop, or symposium may be printed on the cover and/or inside the proceedings.

Article 5. (References)

- 1) Each reference should include, in the following order, the names of the authors, the name of the journal, the volume number, the starting page number, and the year of publication. Bold-face is used for the volume number, and the reference number is put in brackets []. When books are referred to, the reference should include, in the following order, the names of the authors, the name of the book, the publishing company, the place of publication, the year of publication, and the referenced section. All references should be located at the end of the manuscript [see *Sae mulli* (New Phys.) 14, 161 (1974)].

Examples:

- [1] H. K. Kim and D. H. Lee, *J. Korean Phys. Soc.* 29, 111 (1989).
- [2] H. K. Kim, D. H. Lee, and C. S. Park, *J. Korean Phys. Soc.* 29, 111 (1989).
- [3] S. J. Putterman, *Superfluid Hydrodynamics* (North-Holland, Amsterdam, 1974), Vol. 1, Chap. 1, pp. 100-102.
- [4] H. K. Kim, in *Proceedings of the 1999 Spring Meeting of the Korean Physical Society*, edited by D. H. Lee (Seoul, Korea, April 23-24, 1999), Vol. 1, pp. 100-102.
- [5] H. K. Kim, Saclay Report No. CEA-R5000, 1999.

- 2) The formal English titles of the journals of the KPS are as follows: JKPS: *J. Korean Phys. Soc.* 새 물리: *Sae mulli* (New Phys.) 물리교육: *Mulli Kyoyuk* (Phys. Teaching) 응용물리: *Ungyong mulli* (Korean J. Appl. Phys.) 물리학과 첨단기술: *Phys. High Technol. CAP: Curr. Appl. Phys.*

Article 6. (Tables and Figures)

- 1) The author(s) should indicate the desired placement of the tables and the figures (photographs) within the body of the

text by inserting their numbers at the appropriate locations.

- 2) The list of figure (photograph) captions should appear separately from the figures (photographs).
- 3) Figures should have the quality necessary for electronic publishing. Since figures are sized on the basis of their content and detail, the size of lettering should be chosen with this in mind. The figure number (or the title) should be placed outside the figure.

Article 7. (Notation of Units) Notation of units should follow the international convention [see Sae mulli (New Phys.) 38, 314 (1998)].

Article 8. (Galley Proofs) In principle, the proof-reading should be done by the author(s). The author(s) are not allowed to modify the text while checking the galley proofs.

Article 9. (Charges for Publication)

- 1) Authors are requested to pay a publication fee for a published paper. The author(s) are entitled to 50 reprints of the published paper. If additional reprints or special reprints are requested at the time of proof-reading, the authors must pay an additional fee according to the rules set by KPS.
- 2) When it is necessary to use high-quality paper(s) for publication, the cost will be charged to the author(s).
- 3) If the manuscript is submitted in a format other than the TeX format, a fee for the TeX conversion will be charged to the author(s).
- 4) The organizing committee of a conference, workshop, or symposium is responsible for the full coverage, in principle, of the cost for publication and distribution of the proceedings of the conference, workshop, or symposium. When the proceedings are published as a regular issue, the same number of copies as for the usual regular issue will be printed and distributed. When the proceedings are published as a supplementary issue, the number of copies will be the sum of the number requested by the organizing committee and that needed by KPS.

Article 10. (Copyright)

- 1) The principal author must provide a signed KPS copyright transfer form with the submission of a manuscript.
- 2) When requesting the publication of the proceedings of a conference, workshop, or symposium, the organizing committee must transfer the copyright to KPS. KPS will reserve the authority to republish and redistribute the proceedings as it becomes necessary.

Appendix 2.

Review Procedures for the *Journal of the Korean Physical Society*

Article 1. (Purpose) The following rules are to be applied for the review procedures for manuscripts submitted to the *Journal of the Korean Physical Society* (JKPS).

Article 2. (Acknowledgment)

- 1) After checking that the submitted manuscript is written according to the "1. Instruction to Authors for Publication in JKPS," the Editorial Office will assign an accession code and a secret code to the manuscript, and acknowledge the receipt of the manuscript to the corresponding author.
- 2) Manuscripts submitted to international conferences and published in a regular issue of JKPS must be received by the Editorial Office within a month after the conference, and the issues for international conferences are published within 6 months, as a principle, after the conference.

Article 3. (Referee Selection)

- 1) The Editorial Office will make a copy of the manuscript, and send it to an Editor in charge of the first PACS number. The copy will be sent to the Executive Editor, when the Editor is one of the authors of the manuscript. If the Executive Editor is also a coauthor of the manuscript, the copy will be sent to an Editor in charge of the second PACS number.
- 2) The person in charge of a submitted manuscript will select one referee and notify the Editorial Office of the referee list, and the Editorial Office will send the manuscript to the referees.
- 3) For a manuscript submitted as a Letter or a Rapid Submission, a referee will be selected by the Editor-in-Chief, the Executive Editor and an Editor in charge of the first PACS number. In this case, the referee will make a final decision as to the publication of the manuscript. The KPS pays a reviewing fee to a referee for a manuscript rapidly submitted.
- 4) When a referee is unable to review the manuscript, the Editorial Office will notify the person in charge of the manuscript, who will reselect a referee and notify the Editorial Office.
- 5) When the reselected referee is unable to review the manuscript, the Editorial Board will make a selection of another referee.

Article 4. (Referees' Reports)

- 1) The referee will be requested to send a referee's report to the Editorial Office within two weeks of reception of the manuscript.

- 2) After failing to receive the referee's report within two weeks, the Editorial Office will encourage the corresponding referee to send it promptly.
- 3) After failing to receive the referee's report within four weeks, the Editorial Office will notify the Executive Editor, who will make a selection of another referee according to Item III above.
- 4) The Editorial Office will send the reports received from the referee to the person in charge of the manuscript.

Article 5. (Review of the Referees' Reports)

- 1) The person in charge of the manuscript will review the reports from all the referees and make a recommendation to the Editorial Board as to the publication of the manuscript.
- 2) The Editorial Office will notify the referees' reports to the corresponding author of the manuscript for which a revision or a reexamination process is required.
- 3) The person in charge of the manuscript will review the revision of the manuscript, and make a recommendation as to the publication of the manuscript.
- 4) The revised manuscript for a reexamination will be sent to the referee who requested the revision, and the procedures of Item IV will be followed.
- 5) When the referees' opinion is in conflict with the author, the Editorial Board will select a judge and have the manuscript reexamined.

Article 6. (The Judge)

- 1) The judge will review the manuscript and all the materials concerning the review process, and make a final decision and give a recommendation to the Editorial Board as to the publication of the manuscript.
- 2) The judge can request a revision of the manuscript, and re-examine the revised manuscript.

Article 7. (Final Decision)

- 1) The Editorial Board will make final decisions concerning the publication of manuscripts for which recommendations were made by the person in charge of the manuscript.
- 2) When a final decision is made for the publication of a manuscript, the Editorial Office will notify the corresponding author of the decision as well as of the expected volume

and issue numbers.

- 3) When a final decision is made against the publication of a manuscript, the Editorial Office will notify the corresponding author of the decision as well as of the referees' reports.

Article 8. (Report of the Review Work)

- 1) The person in charge of the manuscript is expected to make a monthly report of the review work to the Editorial Board.
- 2) The Editorial Office is required to regularly report on the review processes to the Executive Editor.

Article 9. (Commission of the Review Processes)

- 1) When the organizing committee of an international conference, workshop, or symposium requests to publish the manuscripts submitted to the conference, workshop, or symposium as a regular issue of JKPS, the Editorial Board will make a decision whether or not to commission the review processes to the organizing committee, and the decision should be made at least two months before the conference, workshop, or symposium.
- 2) The organizing committee of an international conference, workshop, or symposium should make a separate review committee including more than one Editor of KPS and have it follow these review procedures.

Article 10. (Review Work of the Editorial Board) The Editorial Board will make decisions on the following.

- (a) Selection of referees when the person in charge of the manuscript fails to select them
- (b) Selection of a judge according to Item V(e)
- (c) Publication of the submitted manuscripts.
- (d) Whether or not to commission the review processes of the manuscripts submitted to an international conference, workshop, or symposium to the organizing committee.

Article 11. (Perusal of the Review Processes) The Editorial office should regularly post the results of review processes on the Internet Homepage of KPS and the authors of the manuscripts may peruse the review processes using the manuscript accession code number and the secret code number.