

Information for Contributors

About the Journal

In the vernacular, the term *banwa* / *banua* is commonly understood in its modern social and geopolitical sense as “community” and “territory.” But this term, within the context of the Austronesian or Malayo-Polynesian family of languages, encompasses a whole range of meanings. The *banwa*, therefore, can be understood as the totality of the world; a space, both physical and conceptual, that encapsulates the whole gamut of human-nonhuman interlockings, with emphasis not only on human individuals and groups—and by extension, human constructs—but also on the various aspects of nature that they engage in, in complex and contingent ways.

Appropriating this term as the name for the university’s publishing efforts, the university envisions to publish scholarly and creative works, both disciplinary and interdisciplinary, that will contribute to the social transformation, human development, and technological advancement of Mindanao.

The *Banwa* journals are multidisciplinary, open-access, peer-reviewed, and published biannually by the University of the Philippines Mindanao. **Series A** publishes scholarly and creative works in the fields of arts and humanities and the social sciences, particularly in anthropology and sociology, architecture and design, communication and media studies, history, linguistics and languages, literature and literary studies, philosophy and religious studies, and visual and performing arts. **Series B**, on the other hand, publishes works on the natural and applied sciences and other allied fields, particularly in the disciplines of biological sciences, agriculture (includes agricultural science, economics, and management), food science and technology, chemistry, physics, applied mathematics, computer science, and environmental studies, just to name a few.

Guidelines

Banwa Series B (natural and applied sciences and allied fields) accepts full-length research articles, review articles, short communications, and commentaries for publication. Specific information regarding different contribution formats can be found below.

Research articles. Original papers not previously published elsewhere, except in preliminary form within institutional repositories, or not submitted for consideration in another journal may be submitted for publication. Articles should not be more than 5000 words, inclusive of tables and figures. A 250-word informative abstract and 8 keywords for indexing must accompany the article. The following sequence is suggested for the body: introduction, materials and methods, results and discussion, conclusions and recommendations, acknowledgment, notes, and references.

Short communications. Short communications are suitable for reporting preliminary results of important research or newly developed methodology or modification of existing methodology, possibly a description of the first test. New insights and analysis as addenda to work previously published in the journal may also be published as short communications. Short communications should be between 1000 and 1500 words, with no more than 3 tables or figures and 10 references cited.

Reviews. Review articles present a comprehensive review of “state-of-the-art” articles placed in a larger context. The review article is commissioned directly from scholars in the pertinent field by the editors of the journal. Currently, the journal does not accept unsolicited review articles. However, interested scholars may propose a review article on

a specific topic, but the proposal must be approved by the editors. Reviews should not be more than 5000 words.

Lectures, policy statements, and advocacies. The journal occasionally publishes lectures, policy statements, and advocacies—by invitation only. Proper referencing should be observed like in scholarly papers. The submission should not be more than 5000 words.

Commentaries. In order to foster open debate, the journal will publish commentaries on an article previously published by the journal. The commentary, which must follow the guidelines for short communications, must contain the authors’ names, affiliations, and postal and email addresses. The decision to publish unsolicited materials is at the discretion of the editors.

Manuscript Submission

All submissions must be in MS Word or other MS Word-compatible formats. All text should be single-spaced, in 12-point size, and Times New Roman font and in A4 paper size with 2.5 cm margin on all sides. Kindly address electronic submissions to the editor at banwa@upmin.edu.ph with the word “Submission” on the subject line.

Together with the manuscript, the author must submit a signed cover letter containing (a) statement that the submission is original and has not been published or submitted for publication in another journal, (b) a statement that the work has been copyedited and/or reviewed by a professional editor or a capable person to ensure that it adheres to prescriptions of standard English (especially for non-native English speakers), and (c) names of suggested peer reviewers.

Length. Ensure that your manuscript follows the length requirements for each format. Note that the text, references, and notes are all counted toward the word limit. Submissions that exceed the limit will be sent back to the author for reduction of the word count before they can be peer reviewed.

Titles and authorship. Titles should be concise and informative. The full names (not initials)

should be used to identify the authors of the work, complete with the affiliations and institutional addresses of all authors. The corresponding author should also include contact details, such as phone/ fax number and e-mail address.

In order to avoid controversies in authorship, ensure that those listed as co-authors should have substantial contribution to the paper, such as “(a) conception and design, acquisition of data or analysis and interpretation of data; (b) drafting the article or revising it critically for important intellectual content; (c) final approval of the version to be published.” Note that the following is not sufficient grounds for inclusion as co-author: “(a) acquisition of funding; (b) collection of data; (c) general supervision” (PNHRC 2011, 120).

Abbreviations. Abbreviations should be enclosed in parentheses and follow their spelled-out forms at the first instance of usage in the text. Avoid using acronyms as the first word of a sentence or a heading. In such instances, rewrite the sentence or spell out the term.

Tables. Since tables are subject for editing, they must be in Word or text format and must not be embedded in the manuscript as image files. Tables must be placed at the end of the text (after the references), with the places where they will appear in the text marked as follows: <Insert Table 1 here>. Refer to Table 1 as guide for formatting.

Visual elements. Figures include photographs, line drawings, maps, charts, and other images.

TABLE 1. Title in sentence-style capitalization^a

Column heading for stub	Spanner header ^b	
	Column heading ^c	Column heading
Stub heading		
Row heading	x.x ^d	x.x
Row heading	xxx	xxx
Row heading	x.x	x.x

^a Footnote crediting source of information if reproduced, adapted, or based on another published table.

^b Footnote explaining spanner head.

^c Footnote explaining the column heading.

^d Footnote explaining a data cell nuance.

These should be submitted as separate files and not embedded in the manuscript with appropriate directions in the text (e.g., <insert Figure 1 here>). These files should be in .jpeg, .tif, or .png formats and of publishable quality with resolutions of at least 300 pixels per inch (ppi). Figures must be in black and white or grayscale unless it is absolutely necessary to reproduce them in color. The publisher has the right to charge the author for the publication of colored images. Each figure should have an accompanying title and description of the figure (if applicable) or an appropriate legend to explain symbols and abbreviations used.

Copyrighted material. If an author wishes to use copyrighted material from other sources, written permission is needed from the owners. The author needs to submit this document as an attachment to the submission.

Statistical data. All statistical procedures, including methods of analysis, should be identified. Number of replications and subsamples, transformations, and statistical tests should be stated. Tables of analysis of variance are not normally reported. Present the results of analyses in the appropriate tables or figures. For guidance on basic statistical reporting, refer to the article by Lang and Altman (2013) provided for free at the EQUATOR Network website (available [online](#)).

References. All citations in the text must have a reference in the list, and all references in the list must be cited in the text. The journal has adopted the author-date citation style of *The Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers* (citation quick guide available [online](#)). Examples are also provided below:

Journal Article (print or electronic)

ADAM TC, SCHMITT RJ, HOLBROOK, SJ, BROOKS AJ, EDMUNDS PJ, CARPENTER RC, BERNARDI G. 2011. Herbivory, connectivity, and ecosystem resilience: response of a coral reef to large-scale perturbation. *PLoS One* 6(8):e23717. [15 July 2014]; doi:10.1371/journal.pone.0023717

(Adam et al. 2011)

Books and Book Chapters

VINSON SB (ed). 1986. Economic impact and control of social insects. New York (NY): Praeger.

(Vinson 1986)

REARDON T, BARRET CB, KELLY V, SAVADOGO K. 2001. Sustainable versus unsustainable agricultural intensification in Africa: focus on policy reforms and market conditions. In: Lee DR, Barret CB, editors. Tradeoffs or synergies? Agricultural intensification, economic development, and the environment. Wallingford (UK): CABI Publishing. pp. 365–384.

(Reardon et al. 2001)

Dissertation and Theses

PARKER J. 1994. Patterns of business growth: micro and small enterprises in Kenya [dissertation]. East Lansing (CA): Michigan State University.

(Parker 1994)

Acknowledgment. Indicate whether the research is a portion of a thesis or dissertation. Information regarding any research grant support or assistance of colleagues (not listed as co-author) and institutions should be indicated in this section. If previous versions of the paper have been presented in conferences or symposia, it should also be acknowledged in the article.

Manuscript Review and Selection

The articles submitted to the journal undergo in-house quality control before undergoing the double-blind peer review process. The members of the editorial board who will evaluate the articles and the board of reviewers who will referee the articles are scholars working within the fields covered by the journal. Authors may suggest possible reviewers for their articles; however, the selection of reviewers is subject to the editors' discretion. Peer-reviewed and revised papers are made available online upon the official acceptance of the editors.

Research and Publication Ethics

The *Banwa* journals strive to maintain the highest standard of ethics in scholarly publication. All researches must comply with internationally accepted guidelines for the ethical conduct of research and the care and use of animals. Publications resulting from such researches must contain a statement in the form of an endnote stating compliance.

For guidance, authors are referred to the *National Ethical Guidelines for Health Research* published by the Philippine National Health Research System (available [online](#)). The document covers not only medical/clinical research but also social research, especially those involving special populations—e.g., indigenous peoples—that require informed consent and protection of privacy and confidentiality of information.

The editorial boards of *Banwa* journals has also adopted the code of conduct and strives to adhere to the best practice guidelines provided by the Committee on Publication Ethics (COPE; available [online](#)). The COPE documents provide useful guidelines on proper peer reviewing and how to deal with cases involving plagiarism and self-plagiarism, prior publication, dual submission, authorship, publication fraud, conflicts of interest, among others.

Publication Fees and Copyright Ownership

The *Banwa* journals do not charge authors for the publication of their articles. All costs for journal production and online hosting and archiving are borne by the University of the Philippines Mindanao. In return for cost-free publication of their articles, the authors give the university the nonexclusive right to publish articles in electronic and print versions of the journal and to include the article in future reprinting of the issue in whole or in part. Copyright of the published work shall remain with the authors except in special cases as stipulated in article 4 of the UP Intellectual Property Rights Policy of 2011 (available [online here](#)).

Open Access Policy

The journal provides unrestricted access to its content to foment wider dissemination and exchange of ideas. By publishing in an open-access journal, authors allow people to download, distribute, and quote from their articles as long as the original authors and source are cited. Authors are encouraged to practice self-archiving of any version of their article (preprint, postprint, or published PDF) for public use in a noncommercial repository.

References

- COMMITTEE ON PUBLICATION ETHICS. (COPE) Code of conduct and best practices guidelines. [accessed 2014 August 6]. <http://publicationethics.org/resources/code-conduct>
- COUNCIL OF SCIENCE EDITORS (CSE). 2006. Scientific style and format: the CSE manual for authors, editors, and publishers [7th ed]. Reston (VA): The Council.
- LANG TA, ALTMAN DG. 2013. Basic statistical reporting for articles published in biomedical journals: the SAMPL guidelines. In: Smart P, Maisonneuve H, Polderman A (eds). *Science editor's handbook*. Split (Croatia): European Association of Science Editors; [accessed 2014 August 6]. <http://www.equator-network.org/wp-content/uploads/2013/07/SAMPL-Guidelines-6-27-13.pdf>
- PHILIPPINE NATIONAL HEALTH RESEARCH SYSTEM (PNHRS). 2011. National ethical guidelines for health research 2011. Manila: Philippine National Health Research System; [accessed 2014 August 6]. <http://www.ethics.healthresearch.ph/index.php/phoca-downloads/category/4-neg>
- SCIENTIFIC STYLE AND FORMAT: citation quick guide. c2014. Wheat Ridge (CO): Council of Science Editors; [accessed 2014 August 6]. <http://www.scientificstyleandformat.org/Tools/SSF-Citation-Quick-Guide.html>
- TECHNOLOGY TRANSFER AND BUSINESS DEVELOPMENT OFFICE (TTBDO). 2014. UP intellectual property rights policy of 2011 [handbook no. 2]. Quezon City: University of the Philippines.