

**INSTITUTE OF SOCIAL WORK**  
**CALL FOR JOURNAL ARTICLES**

Research plays an important role in promoting socio and economic transformation around the world due to its ability to suggest practical, relevant and low-cost policy interventions. **In this case, the Institute of Social Work is calling for the journal articles that will be published in the Institute of Social Work Journal, May Issue.** The submitted manuscripts are expected to contribute to social transformation and economic transformation. Based on this fact, the Institute has identified key research areas that the manuscripts should focus on. The identified research areas are in line with the Institute Research Agenda (2019 – 2022). These areas are as follows: -

**Building an Inclusive Economy**

In this case, the articles may focus on the following subthemes: -

- a) Economic Empowerment
- b) Micro, Small and Medium Enterprises (MSMEs) development and growth
- c) Creation of Decent Employment
- d) Mediation and Arbitration
- e) Human Capital Development
- f) Labour Migration

**Social Welfare Enhancement**

The articles have to focus on the following issues in order to promote social welfare in the country and around the world through evidence-based interventions:

- a) Rehabilitation services
- b) Family and child welfare and,
- c) Juvenile justice and correctional services.

**Social Protection Systems**

Under social protection systems, the articles have to focus on the following areas: -

- a) Gender Equality
- b) Child Protection System
- c) Elderly Protection
- d) Social Protection for People with Disability
- e) Social Security
- f) Anti-Human Trafficking Strategies

**Cross Cutting Issues**

The Institute has prioritised the cross-cutting issues that may influence both social and economic transformation. In this case, the articles have to focus on the following areas: -

- a) Social Policy Process
- b) Cultural Practices
- c) HIV/AIDS
- d) Information and Communication Technology
- e) Governance and Accountability

## **SUBMISSION OF MANUSCRIPTS**

The manuscripts have to be submitted through all the year from the date of this call (**i.e. from to 20<sup>th</sup> October 2022 to 20<sup>th</sup> October, 2023**). The journal will be published twice a year. The manuscripts should be submitted through the following email address: [research@isw.ac.tz](mailto:research@isw.ac.tz). For further information, please contact the following: -

Head of Research and Consultancy Department

Institute of Social Work

Mobile Phone: +255 754/0715 762541

Email Address: [research@isw.ac.tz](mailto:research@isw.ac.tz)

## **Author Guidelines**

### **Editorial policy**

The Institute of Social Work Journal (ISWJ) is a semi-annually refereed journal publishing original scholarly research. ISWJ is Labour intended to, foster research from Human Resource Management, Social Work, Relations and Public Management Business Management and other related varieties of disciplines plus cross cutting issues. The journal is devoted to the improvement and further development of theories and practices or related disciplines.

### **1.0 General instructions**

#### **Review process and procedure of publication of articles in the ISWJ**

- (i) Manuscripts intended for publication should be submitted electronically in 'word' format, double spaced, with wide margins (at least 2.5 cm on all four sides), as measured on standard A4 paper. This rule applies to the entire manuscript, including the reference list. The manuscripts should be sent through [research@isw.ac.tz](mailto:research@isw.ac.tz).
- (ii) The title or first page (not a separate file) should include the following: (i) title of the article; (ii) name of the author(s) and title(s); (iii) institutional affiliation; (iv) abstract of no more than 260 words and (v) 3-5 key words.

- (iii) Manuscript should range between 5,000 and 8,000 words (including references and appendices).
- (iv) The Manuscripts to be submitted to the ISWJ should be written in good English.
- (v) Article submitted must follow APA styles in terms of in-text citations, references, tables and figures.
- (vi) Each reviewer provides careful evaluation of the manuscript, makes a recommendation to the Editor, and provides comments for the author.
- (vii) Detection of Plagiarism: ISWJ will run similarity detection software before publication.

The cut-off point for the purpose of these regulations shall be 15% excluding genuine cases referred in the text such as own publications, references, bibliography and preliminary pages. The originality report of more than 20% shall indicate that plagiarism has occurred.

- (viii) The text should be in a single-spaced; uses a 12-point font; employs italics, rather than underlining. All illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.

## **2.0 Authors' guidelines**

### **APA referencing guidelines**

Generally, authors are encouraged to familiarise themselves with the latest APA referencing guidelines. Some other Important Tips for APA Style Reference are :

- i. Your references should begin on a new page. Title the new page "References" and center the title text at the top of the page. All entries should be in alphabetical order.
- ii. The first line of a reference should be flush with the left margin. Each additional line should be indented (usually accomplished by using the TAB key.)
- iii. While earlier versions of APA format required only one space after each sentence, the new sixth edition of the style manual now recommends two spaces.
- iv. The reference section should be single – spaced
- v. All sources cited should appear both in-text and on the reference page. Any reference that appears in the text of your report or article must be cited on the

reference page, and any item appearing on your reference page must be also included somewhere in the body of your text.

- vi. Titles of books, journals, magazines, and newspapers should appear in italics.
- vii. The exact format of each individual reference may vary somewhat depending on whether you are referencing an author/s a book or journal article or electronic source.

### **3.0 Contents of the article**

- (i) Abstract
- (ii) Introduction
- (iii) Literature review
- (iv) Methodology
- (v) Findings
- (vi) Discussion for findings
- (vii) Conclusion and implication
- (viii) Recommendations
- (ix) Limitations
- (x) Area for further study
- (xi) References