

Journal of Cybersecurity Education, Research, and Practice Author Guidelines

Editor Contact Info

Dr. Mike Whitman, Editor-in-Chief Phone: 1-470-578-3568 (please email before calling).

Email: cybercenter@kennesaw.edu

Notice to Authors

Authors who submit manuscripts to this journal agree to the following terms:

Due to an ongoing and persistent shortage of reviewers, JCERP requires that the author(s) of a submitted manuscript commit to reviewing at least three (3) papers for the Journal, prior to the publication of their article.

Submissions accepted for publication will remain pending until the authoring team has completed two reviews. If this commitment is not met within 90 days of final acceptance, any accepted and pending articles may be subject to rejection.

Copyright

The Journal applies a Creative Commons Attribution 4.0 International License (CC BY 4.0) to all publications. This license allows Authors and Readers to Share (copy and redistribute the material in any medium or format) and Adapt (remix, transform, and build upon the material) for any purpose, even commercially. The licensor cannot revoke these freedoms as long as you follow the license terms.

Under the following terms:

Attribution — Users must give appropriate credit, provide a link to the license and the original article, and indicate if changes were made. You may do so in any reasonable manner, but not in any way that suggests the licensor endorses you or your use.

No additional restrictions — Users may not apply legal terms or technological measures that legally restrict others from doing anything the license permits.

For further questions, please visit the Creative Commons website or contact the journal.

AI Usage - Please see the complete AI usage policy on the Journal home page for examples of disclosures.

All manuscript submissions must include a statement disclosing any use of AI-based tools during the development of the manuscript. Failure to disclose AI use may result in rejection of the manuscript, retraction of a published article, or other editorial action deemed appropriate by the Editorial Board.

Authors must identify:

- The AI tool(s) used (e.g., ChatGPT, Claude, Gemini, Grammarly, Microsoft Copilot, DALL-E, Midjourney).
- The purpose for which the tool was used.
- The extent of the tool's contribution to the submitted work.

A disclosure statement must be included in a dedicated section entitled "AI Use Disclosure" immediately before the references or in another location specified by the journal.

Acceptable Uses of AI

The following uses of AI are permitted provided they are fully disclosed:

Language Editing and Writing Assistance

Authors may use AI-assisted tools to correct spelling, grammar, punctuation, and syntax; improve readability and clarity of text; and suggest stylistic revisions.

Examples include Grammarly, Microsoft Editor, and similar proofreading or language-enhancement tools.

The intellectual content, arguments, analysis, conclusions, and scholarly contributions must remain the work of the authors.

Image Generation and Enhancement

Authors may use AI tools to create, modify, enhance, or illustrate figures, diagrams, conceptual models, or graphical abstracts when such use is clearly disclosed.

Authors are responsible for ensuring the accuracy of all visual content; confirming that generated images do not violate copyright, intellectual property, or ethical standards; and identifying any AI-generated or AI-enhanced images in figure captions or acknowledgements, as appropriate.

Prohibited Uses of AI

AI tools may not be used to generate substantive scholarly content that is presented as the original intellectual work of the authors.

Prohibited uses include, but are not limited to:

- Generating literature reviews.
- Writing substantive sections of a manuscript.
- Producing original arguments, interpretations, findings, conclusions, or recommendations.
- Creating research results, analyses, or discussions presented as author-generated scholarship.
- Generating case studies, research narratives, or educational content intended to represent the author's own intellectual contribution.
- Fabricating, modifying, or inventing data, references, citations, quotations, survey responses, interview content, experimental results, or other research artifacts.

Authors remain fully responsible for the originality, accuracy, and integrity of all submitted content.

Authorship

Artificial intelligence systems cannot be listed as authors or co-authors of a manuscript.

Authorship is limited to human individuals who meet the journal's authorship requirements and who can assume responsibility for the content of the work.

Editorial Evaluation

The disclosure of AI use does not automatically disqualify a manuscript from consideration. However, the Editorial Board reserves the right to:

- Request additional information regarding AI use.
- Request revisions where AI-generated material is judged excessive or inappropriate.
- Reject manuscripts that violate this policy.
- Retract published articles if undisclosed or prohibited AI use is discovered after publication.

Author Certification

By submitting a manuscript to JCERP, authors certify that:

1. All AI use has been fully disclosed.
2. AI tools were not used to generate substantive scholarly content presented as the authors' original intellectual contribution.
3. All submitted work complies with this policy.
4. The authors accept full responsibility for the accuracy, integrity, originality, and ethical compliance of the manuscript.

Failure to comply with this policy may result in editorial sanctions, including manuscript rejection, withdrawal of acceptance, or retraction of published work.

Privacy Statement

The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.

Article Processing Charges and Embargo Policy

JCERP is committed to equitable scholarly publishing and does not charge article processing charges (APCs), submission fees, or publication fees, following the Diamond Open Access model. The journal believes that neither the ability to access scholarly work nor the ability to publish scholarly work should be dependent on the financial resources of authors or readers.

Review Methodology

This journal employs an double-blind peer-review process to ensure submissions are appropriate and of sufficient quality for publication in the journal. Any reviewers who wish to be removed from the Journal's reviewer list must email the editor-in-chief requesting such removal.

Style Guide

The initial submission does not have to be formatted, only the final. Please note the body of the initial submission should be in English and should NOT contain:

- any identifying information or metadata
- a title page or abstract
- footnotes in the body of the paper
- page numbers, headers or footers

as these will be added automatically by Digital Commons.

Please download and refer to the manuscript templates on the JCERP home page for details on formatting accepted submissions.

Once accepted for publication, with or without minor changes, the manuscript must be formatted using the JCERP Manuscript Style Guide available on the journal home page, and complying with the following specifications:

- Use the U.S. Letter format
- Add the title and abstract to the first page, as specified in the template.
- Add all authors' information in the header as specified in the template, including each author's ORCID after their email address. If an author does not have an ORCID, they may go to <https://orcid.org/> and obtain one at no cost.
- Ensure each reference has a DOI in the endnote, if available.

Ensure you verify the most recent version is correct with these variances.