Scientia 2019
Submission Guidelines

Baylor University’s Official Research Journal in Science and Technology

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By Jianna Lin, Editor in Chief, Scientia 2019
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Introduction to Scientia

Mission statement

Scientia is an interdisciplinary sciences publication that aims to increase awareness of the wide-reaching nature of undergraduate research at Baylor University by providing a professional platform upon which undergraduates of Baylor University are able to publish personally conducted and outstanding research in the areas of biological sciences, physical sciences, mathematics, and technology.

Baylor University undergraduate students who have conducted research or have written a review article in the STEM fields are encouraged to submit their research to this journal and work with Scientia’s editorial board to learn more about the publication process, and potentially receive a publication. All submissions are reviewed by Scientia’s editorial board and a professor review board, who together work to select the submissions for publication.

Scientia is created through the student organization Baylor Undergraduate Research in Science and Technology (BURST), whose mission statement is to increase awareness of undergraduate research on the Baylor campus, provide opportunities for undergraduates to optimize their research experiences, and educate undergraduates in the proper habits and techniques of research in scientific fields. In conjunction with BURST, this array of student discovery exists, in part, to inspire an increasing number of students to partake in the many research opportunities present at Baylor.

Scientia is modulated and funded by the Deans of the College of Arts & Sciences, who with the editors, work in conjunction with the Office of Pre-Health Studies to print the journal.

Please contact Jianna_Lin@Baylor.edu with any questions or suggestions.

The Submission Process

Who can submit?

Any current full-time or part-time Baylor University undergraduate student may submit their work to Scientia.

What can I submit?

Original abstracts, original research articles, original review articles, and personal testimonies of research experiences may be submitted.
Abstracts (maximum 500 words) proposing research topics currently being investigated by current undergraduate level students enrolled at Baylor University.

Research Articles (maximum 4500 words including captions and references) presenting major findings performed by current undergraduate level students enrolled at Baylor University. Research articles must include an abstract, introduction, materials and methods, up to six figures or tables, results, and discussion.

Review Articles (maximum 6000 words including captions and references) synthesizing developments of interdisciplinary significance written by current undergraduate level students enrolled at Baylor University. Review articles must include an abstract and an introduction outlining the topic of discussion.

Student Research Experience Review (maximum 2000 words) presenting the student’s personal experiences with research including why the student pursues research as well as

Formatting Guidelines

- Follow the APA citation style guidelines
- All listed authors must approve the manuscript and agree to be listed.
- Email all figures (graphs, etc.) to Jianna_Lin@baylor.edu in their original format. If accepted, you will have to provide the original files for figure graphics (e.g. an excel document with the original graph in it).
- Acknowledgements are optional and should be brief. You may include grant or contribution numbers if applicable.

How do I submit to Scientia?

To submit, the student shall email Jianna_Lin@Baylor.edu with their work in the form of a word document.

In your submission email, please include the following:
- First and last name of all authors in the order that you would like them to be listed in the publication
- Name of your Baylor principal investigator

Note: In past years, Scientia utilized a submission form through JotForm.com. However, this year, we are no longer using this, so that the submission process is easier for prospective authors. All submissions must be emailed to Jianna_Lin@baylor.edu
**How do I know I have successfully submitted to Scientia?**

The student (prospective author) will receive a conformation email within a week of submitting their work. If one does not receive such an email within seven days, they should email Jianna_Lin@Baylor.edu again, asking whether their submission was received.

**When will I be notified of the decision regarding publication of my submission?**

The prospective author will receive an email regarding the acceptance or rejection of their submission no later than one week from the submission deadline.

**When is the submission deadline for Scientia 2019?**

**The submission deadline is January 1st, 2019.** Submissions may be sent in anytime from now until then (including during the summer semesters). The earlier the student submits their work, the greater chance it will be accepted.

**Review and Selection Process**

A student editorial board and a professor review board complete a methodical review of each submission to Scientia, and determine which submissions are accepted or rejected.

Scientia’s Professor Review Board includes Tamarah Adair, Ph.D., Patrick Farmer, Ph.D., Linda Olafsen, Ph.D., and Dennis Johnston, Ph.D.

If accepted, authors will be required to turn in a Principal Investigator (PI) Approval form. This PI must work at (or be a graduate student at) Baylor University.

*Authors will also be required to meet once with the Scientia editorial board to discuss minor edits aimed to improve the professionality of the work.* Each author is provided with personalized guidance and an opportunity to improve their ability to compose scientific literature.

Review and acceptance are on a **rolling basis.** The earlier the student submits their work, the greater chance it will be accepted.

**Awards**

URSA awards will be granted to the best article and the best abstract of Scientia 2018. Winners will be chosen by members of the professor review board and student editorial board. The following is a list of the awards granted to chosen authors of Scientia
The Elizabeth Vardaman Award for Excellence in Scientia—awarded to the author(s) of the best article
The Best Abstract of Scientia 2019 Award—awarded to the author(s) of the best article

Frequently Asked Questions

Must the research be done at Baylor University to be qualified for publication in Scientia?

No. No matter where you did the research, you may publish it in Scientia, as long as you are an undergraduate student at Baylor University.

How do I find a Baylor Principal Investigator if I did not do my research here at Baylor University?

There are a number of ways to do this. Students often ask the professor(s) who wrote them a recommendation letter for the research opportunity. Students may also ask a professor at Baylor who does research in a similar field.

Can I include more than the recommended number of images or figures (see Submission Process for description) if I think they are important to the article or abstract?

Yes. In some cases, the editorial board allows authors to publish more than the recommended number of images or pictures. This occurs when the images or figures are crucial to the understanding or description of the research abstract or original review article.

Please email Jianna_Lin@Baylor.edu with any further questions or suggestions.