Integrated Design Research (IDR) Journal

A Cross Disciplinary Design Research Journal

https://idresearch.uom.lk/

IDR Author Guideline

Welcome to the *Integrated Design Research (IDR) Journal*, a cross disciplinary design research journal. IDR publishes research that engages with design about, for, and through practice, encompassing theoretical, applied, and practice-led inquiries. Authors are encouraged to review the *Aims and Scope* of the journal to ensure alignment with this orientation prior to preparing their manuscript.

This document provides detailed guidance on the preparation and formatting of manuscripts for submission. Authors are required to carefully follow these guidelines to ensure consistency, clarity, and adherence to the journal's academic standards. Instructions related to the submission process, peer review, open access, copyright, publication ethics, and malpractice policies are available on the journal website and should be consulted separately.

Article Types

IDR accepts multiple forms of design research, reflecting its interdisciplinary scope. Authors must clearly indicate the category of their submission at the start of the manuscript. Each article type aligns with different modes of inquiry:

Category (Select one):

- Research Articles – theoretical or empirical studies contributing to design knowledge
- Case Study Articles – in-depth analyses of specific projects, contexts, or practices
- Review Articles – critical syntheses of existing literature or fields
- Practice-Led and Design Inquiry Articles – research generated through design practice, making, and experimentation
- Design Perspectives – reflective or position-based contributions addressing emerging issues in design

For detailed descriptions, authors should refer to the Journal Insights section on the IDR website.

Document Setup

- The manuscript must be prepared as a Microsoft Word (MS Word) document.
- The document should be formatted using A4 page size, with margins set to 2.5 cm on all sides (top, bottom, left, and right) to ensure consistency across submissions.
- The article should be presented in a single-column layout, following the structure provided in the IDR template.
- Authors are expected to ensure that the document is clearly formatted and consistently structured throughout.

- The length of the manuscript should be between 10 and 12 pages, and must not exceed 12 pages in total. This page limit includes all components of the submission, such as figures, tables, charts, and references.
- The recommended word count is approximately 4000–5000 words, depending on the nature of the research and the inclusion of visual material.
- Authors should ensure that the manuscript is concise while sufficiently detailed to communicate the research effectively.

Document Setup Summary:

- File format: Microsoft Word (MS Word)
- Page size: A4
- Margins: 2.5 cm (top, bottom, left, right)
- Layout: Single column
- Page limit: Maximum 12 pages (including figures, tables, and references)
- Word count: Approximately 4000–5000 words

Article Title

Provide a concise and appropriate title of no more than 15 words. Use Title Case (capitalize major words; lowercase short connecting words unless they appear as the first word).

Font and Style:

Font: Barlow (Normal), 20 pt, Bold
Line spacing: 1.0

Author Details

- Author details must not be included in the initial submission to ensure the integrity of the double-blind peer review process. These details should be provided only in the final print-ready version after the manuscript has been accepted.
- Authors should follow the IDR template format when presenting author information. The corresponding author must be indicated with an asterisk (*), placed immediately after the author's name.
- Author names should be presented as surname followed by initials (e.g., Perera A.B.C.) or surname followed by given name, depending on the author's preference. When initials are used, a full stop must follow each initial.
- If an author has multiple given names, it is recommended to use initials for clarity. Alternatively, authors may use only the surname and given name. The use of multiple given names together with the surname is discouraged, and the use of initials between names is preferred for clarity.
- Each author must be assigned a superscript number, which should correspond to their respective affiliation and email address.
- Affiliations must include the following details:
  Department/Division, University/Institute/Company, City, Country.

Examples

Gunawardhana A.B.C.[1]* **and Silva A.B.C.**[2]

[1]*Department of Integrated Design, Faculty of Architecture, University of Moratuwa, Sri Lanka*

[2]*Department of Integrated Design, Faculty of Architecture, University of Moratuwa, Sri Lanka*
gunawardhanaabc@uom.lk, silvaabc@uom.lk
Or
Gunawardhana Amber[1]* and Silva A.B.C.[2]
[1]*Department of Integrated Design, Faculty of Architecture, University of Moratuwa, Sri Lanka*
[2]*Department of Integrated Design, Faculty of Architecture, University of Moratuwa, Sri Lanka*
gunawardhanaabc@uom.lk, silvaabc@uom.lk

Font and Style:

- Author names: Barlow, 10 pt, Bold
- Affiliations and email addresses: Barlow, 10 pt, Italic
- Line spacing: Single

Abstract

- The abstract should be written as a single paragraph and must not exceed 300 words.
- It should clearly communicate the context and purpose of the study, research problem, approach, key findings or outcomes, and the overall contribution of the work.
- Abbreviations may be used where necessary but must be defined at first mention. Citations and references should not be included in the abstract.

For theoretical or empirical research, the abstract should outline:

- the research context and problem
- the methodology or analytical approach
- key findings
- the contribution to design knowledge or theory

For practice-led or research-through-design submissions, the abstract should describe:

- the design context and intent
- the nature of the practice, process, or artefact developed
- methods or approaches used (e.g., prototyping, making, experimentation)
- key insights, outcomes, or reflections generated through practice
- the contribution to design knowledge, process, or application

Font and Style:

- Author names: Barlow, 10 pt, Italic
- Line spacing: Single

Keywords

- Provide between 3 and 5 keywords that accurately reflect the main themes and focus of the research.
- Keywords should enhance the discoverability and indexing of the article and therefore must be clear, specific, and consistent with commonly used terminology within the field of design.
- Keywords should be separated by semicolons.
- The first keyword should be capitalized, while the remaining keywords should be written in lowercase, unless they include proper nouns or established terms that require capitalization.
- Authors are encouraged to avoid unnecessary repetition of words already used in the title unless essential for indexing purposes.

Font and Style:

- Author names: Barlow, 10 pt, Italic

- Line spacing: Single

Headings

- Headings should be used to organise the manuscript clearly and consistently.
- A maximum of three levels of headings is recommended. Authors should maintain a clear hierarchy and avoid excessive subdivision.
- Use bullet points where appropriate to present lists, steps, or grouped information clearly.
- Avoid placing headings consecutively without supporting text, Each heading must be followed by at least one paragraph

Level 1 – Main Headings

Used for major sections of the paper (e.g., Introduction, Literature review, Methodology, Results, Discussion).

- Font: Barlow Semi Bold, 12 pt
- Line spacing: 1.5 lines after
- Indentation: None
- Numbering: Arabic numerals (e.g., 1., 2., 3.)

Level 2 – Subheadings

Used to divide main sections into thematic sub-sections.

- Font: Barlow Semi Bold, 12 pt, *Italic*
- Line spacing: 1.5 lines after
- Indentation: None
- Numbering: Hierarchical Arabic numbering (e.g., 1.1, 1.2, 1.3)

Level 3 – Sub-sections

Used for further subdivision where necessary.

- Font: Barlow Medium, 11 pt, *Italic*
- Line spacing: 1.0 line after
- Indentation: 0.25 cm
- Numbering: Lowercase alphabetical (e.g., a., b., c.)

Body Text

- The main body of the manuscript should be presented in a single-column layout following the structure provided in the IDR template.
- The text should be clearly written, logically organised, and aligned with the hierarchy of headings.
- Paragraphs should not be indented.
- Authors should leave one line space between paragraphs to ensure readability.
- The text must be justified to maintain a clean and consistent appearance throughout the document.

Font and Style:

- Font: Barlow, 11 pt
- Line spacing: 1.0
- Alignment: Justified

- Paragraph spacing: leave one line space between paragraphs

Bullet Points

- Bullet points may be used to present information clearly and concisely, particularly for listing key ideas, steps, or grouped concepts. Their use is optional and should be applied sparingly to maintain the overall readability and flow of the manuscript.
- Bullet points should not replace continuous academic writing but should complement it where structured presentation enhances clarity.
- Each bullet point should be brief, consistent in structure, and grammatically aligned with the preceding text.
- Bullet lists should be indented to distinguish them from the main body text. Authors should ensure consistency in formatting throughout the manuscript.

Font and Style:

- Font: Barlow, 11 pt
- Line spacing: 1.0
- Indentation: 0.25 cm (same as level 3 sub-section)

Figures

- Figures should be used to support and enhance the presentation of research, including photographs, drawings, diagrams, and other visual materials.
- All figures must be clearly relevant to the text and contribute meaningfully to the understanding of the content.
- Figures must be numbered sequentially (e.g., Figure 1, Figure 2) and must be referenced in the text prior to their appearance.
- The caption should be placed below the figure and should provide a clear and concise description of its content.
- Authors are encouraged, where appropriate, to combine multiple related images within a single figure to optimise space. In such cases, individual components should be labelled sequentially (e.g., a, b, c), and the caption should clearly describe each component.
- All figures should include descriptive captions that support accessibility, enabling readers using assistive technologies (such as screen readers) to understand the visual content. Authors should ensure that figures are interpretable without relying solely on visual cues.
- Where figures are reproduced or adapted from other sources, the source must be acknowledged using a note placed below the caption. Additional guidance on notes is provided in the relevant section below.
- Figures should be included within the manuscript and, upon acceptance, must also be submitted separately in high-resolution format. Where required, authors may be asked to provide the original source files.

Font and Style:

- Figure label (e.g., *Figure 1*): Barlow, 9 pt, Bold Italic
- Caption: Barlow, 9 pt, Italic
- Figure alignment : Centre
- Figure label and caption alignment: Left
- Label and Caption placement: Top of figure.

Tables

- Tables should be used to present structured or comparative data in a clear and organised manner.
- Tables must be directly relevant to the content and should support, rather than duplicate, information already discussed in the text.
- Tables must be numbered sequentially (e.g., Table 1, Table 2) and must be referenced in the text prior to their appearance.
- The caption should be placed above the table and should provide a clear and concise description of its content.
- Authors should ensure that tables are easy to read and interpret, with clearly labelled rows and columns. Excessively large or complex tables should be avoided.
- Where tables are reproduced or adapted from other sources, the source must be acknowledged using a note placed below the table.

Font and Style:

- Table label (e.g., *Table 1*): Barlow, 9 pt, Bold Italic
- Caption: Barlow, 9 pt, Italic
- Table alignment : Centre
- Table label and caption alignment: Left
- Label and Caption placement: Top of table

Charts and Graphs

- Charts and graphs should be used to present quantitative or analytical data visually.
- These elements must be clearly relevant and should enhance the reader's understanding of trends, comparisons, or relationships within the data.
- Charts and graphs must be numbered sequentially and referenced in the text prior to their appearance. The caption should be placed below the chart or graph, providing a clear and concise description.
- All charts and graphs should include appropriate labels, legends, and scales to ensure clarity.
- Authors should ensure that these visual elements are interpretable without reliance on colour alone, supporting accessibility.
- Where charts or graphs are reproduced or adapted, the source must be acknowledged using a note placed below the caption.

Font and Style:

- Charts and graphs label (e.g., Graph *1*): Barlow, 9 pt, Bold Italic
- Caption: Barlow, 9 pt, Italic
- Charts and graphs alignment : Centre
- Charts and graphs label and caption alignment: Left
- Label and Caption placement: Top of charts and graphs

Notes

- A Note is used to provide additional information related to figures, tables, charts, or other visual material, ensuring clarity, transparency, and proper attribution of sources.

- Notes may be used to acknowledge the source of a figure, table, or dataset; clarify or expand information not included in the main caption; or indicate whether the material is adapted, reproduced, or author-generated.
- Notes should be placed below the figure, table, or chart, following the caption where applicable.
- Authors should include a note when citing an external source, adapting or reproducing material from another work, or when additional explanation is required to support interpretation.
- Adding notes under each figure, tables, charts, or other visual material is not compulsory; they should be included only when relevant.

Font and Style:

- Note label (e.g., *Note.*): Barlow, 9 pt, Italic
- Note text: Barlow, 9 pt, Italic
- Note alignment: Left
- Note placement: Below figure, table, chart, or graph
- Format: Begin with *"Note."* followed by a space and the explanatory text
- Example:
  Note. Adapted from Author (Year).

References

- All sources cited in the manuscript must be included in the reference list.
- References should be presented in alphabetical order based on the surname of the first author and must follow the APA (American Psychological Association) 7th edition referencing style.
- Authors are responsible for ensuring that all in-text citations are accurately reflected in the reference list and that all references are complete and correctly formatted.
- A hanging indent format must be used, where the first line is aligned to the left margin and subsequent lines are indented.
- Authors are encouraged to refer to the official APA 7th edition guidelines for detailed formatting rules.
- 🔗 APA Style Guide (7th Edition): https://apastyle.apa.org/
  🔗 University of Moratuwa Library Resources: https://uom.lk/lib/citation-referencing

Font and Style:

Reference Heading:

- Barlow Semi Bold, 12 pt
- Line spacing after: 1.5
- Indentation: None

Reference List:

- Font: Barlow, 10 pt
- Line spacing: 1.15
- First line: Left aligned
- Second and subsequent lines: 0.25 cm hanging indent

Acknowledgements

- The Acknowledgements section is optional and should be included only in the final print-ready version after the manuscript has been accepted.

- This section allows authors to recognise contributions that do not meet the criteria for authorship. Therefore, Contributions that qualify for authorship should not be included in this section.
- Acknowledgements should be concise and clearly written. Limit the word count to around 50-100.
- Authors may acknowledge:
    - individuals who provided academic, technical, or editorial assistance
    - institutions or organisations that supported the research
    - funding bodies, grants, or sponsorships
    - any other relevant support that contributed to the completion of the study

Examples

Acknowledgements

The authors gratefully acknowledge the Senate Research Committee, University of Moratuwa, for funding this research [Funding Grant Number]. The authors also thank [Name] for technical support.

Font and Style:

- Font: Barlow, 9 pt
- Acknowledgements label: Bold Italic
- Acknowledgements text: *Italic*

Declaration of Generative AI and AI-Assisted Technologies in the Manuscript Preparation Process

- If generative AI or AI-assisted tools have been used in the preparation of the manuscript, authors must include a declaration in a separate section placed before the references.
- This declaration should clearly state the name of the tool used and the purpose of its use.
- If AI tools were used for basic grammar or reference checking, declaration is required.
- Authors must ensure that all AI-generated content has been critically reviewed and edited, and that the final manuscript reflects their own original contribution.
- AI tools must not be listed as authors or co-authors.

Examples

Declaration of Generative AI and AI-Assisted Technologies

During the preparation of this work, the author(s) used [NAME OF TOOL / SERVICE] for [PURPOSE]. The authors reviewed and edited the content as required and take full responsibility for the final manuscript.

Font and Style:

- Font: Barlow, 9 pt
- Acknowledgements label: Bold Italic
- Acknowledgements text: *Italic*

Download IDR Journal Template word from the website