



The International Review of
Multidisciplinary Research
Advancing knowledge through quality research

IRMR Submission Guidelines



Notice

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This template and guidelines take effect immediately upon publication.

Developed and Implemented: April 9, 2026, Taguig City, Metro Manila, Philippines



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WEBSITE REGISTRATION

Registering an account on The International Review of Multidisciplinary Research (IRMR) journal website enables submissions and access to author tools. The site uses Open Journal Systems (OJS), so the process follows standard OJS registration steps.

<https://vertexcorp.org/index.php/irmr/about/submissions>

Access Registration Page

- Visit <https://vertexcorp.org/index.php/irmr/user/register> directly in your browser. This page typically displays a form for new user signup on OJS platforms.

Complete Required Fields

- Fill in mandatory fields like the Given Name, Family Name, Affiliation (e.g. School, University, Company), and Country.
- Provide username, email address, password, and confirm/repeat password.

[Home](#) / [Register](#)

Register

Required fields are marked with an asterisk: *

Profile

Given Name *

Family Name

Affiliation *

Country *

Login

Email address *

Username *

Password *

Repeat password *

Privacy and Agreement

- Check the privacy statement and user agreement checkboxes to consent to terms. OJS sites often require agreement to data handling policies before proceeding.

Submit Registration

- Before registering, you may indicate your research interest
- Click the "Register" button at the form's bottom. You will be directed to your activity section whether you want to submit, view submissions or browsing.

Login After Verification

- Return to the site login page, enter your credentials, and access your dashboard for submissions or profile management. Contact irmr.admin@vertexcorp.org for assistance if issues arise.

Yes, I agree to have my data collected and stored according to the [privacy statement](#).

Yes, I would like to be notified of new publications and announcements.

Yes, I would like to be contacted with requests to review submissions to this journal.

Reviewing interests

Education, Management

[Register](#)

[Login](#)

[Home](#) / [Registration complete](#)

Registration complete

Thanks for registering! What would you like to do next?

- [View Submissions](#)
- [Make a New Submission](#)
- [Edit My Profile](#)
- [Continue Browsing](#)



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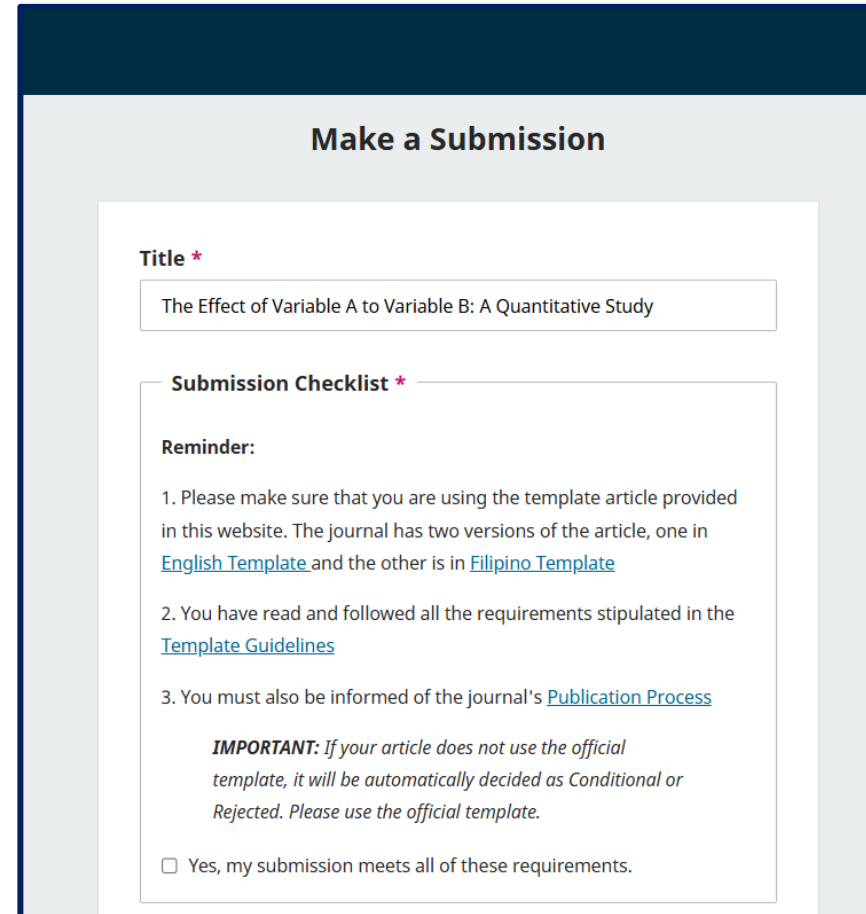
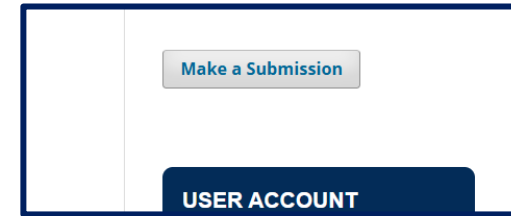
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MAKE A SUBMISSION

1. Click on the “Make a Submission” Button located in the upper right corner of the website
2. This will direct you to the Make a Submission Form
3. Input the title of your study. Please use the full title. Do not use capital letters.
4. Read the Reminders:
 - Please make sure that you are using the template article provided in this website. The journal has two versions of the article, one in [English Template](#) and the other is in [Filipino Template](#)
 - You have read and followed all the requirements stipulated in the [Template Guidelines](#)
 - You must also be informed of the journal's [Publication Process](#)

IMPORTANT: If your article does not use the official template, it will be automatically decided as Conditional or Rejected. Please use the official template.

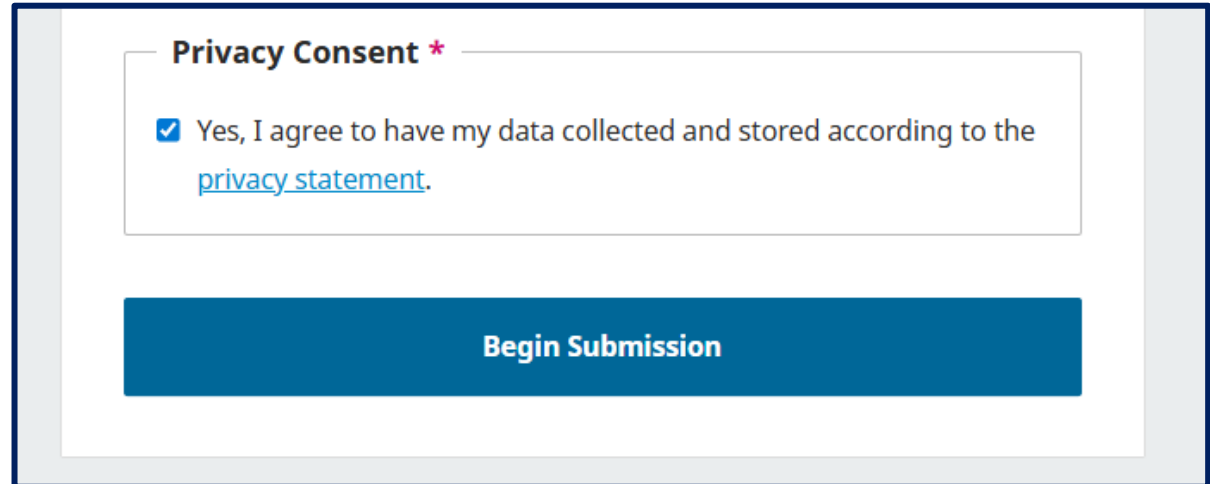
5. If you have already met all the requirements, check the tick box that says, *Yes, my submission meets all of these requirements.*

A screenshot of the "Make a Submission" form. The form has a dark blue header with the title "Make a Submission" in white. Below the header, there is a text input field for the "Title *" containing the text "The Effect of Variable A to Variable B: A Quantitative Study". Below the title field, there is a section titled "Submission Checklist *" containing a "Reminder:" section with three numbered items: 1. Please make sure that you are using the template article provided in this website. The journal has two versions of the article, one in [English Template](#) and the other is in [Filipino Template](#); 2. You have read and followed all the requirements stipulated in the [Template Guidelines](#); 3. You must also be informed of the journal's [Publication Process](#). Below the reminders, there is an **IMPORTANT:** note: "If your article does not use the official template, it will be automatically decided as Conditional or Rejected. Please use the official template." At the bottom of the checklist section, there is a checkbox labeled "Yes, my submission meets all of these requirements."

6. Tick on the checkbox that states, *Yes, I agree to have my data collected and stored according to the privacy statement.*

7. The privacy statement is the journal's policy on data privacy as shown in the website.

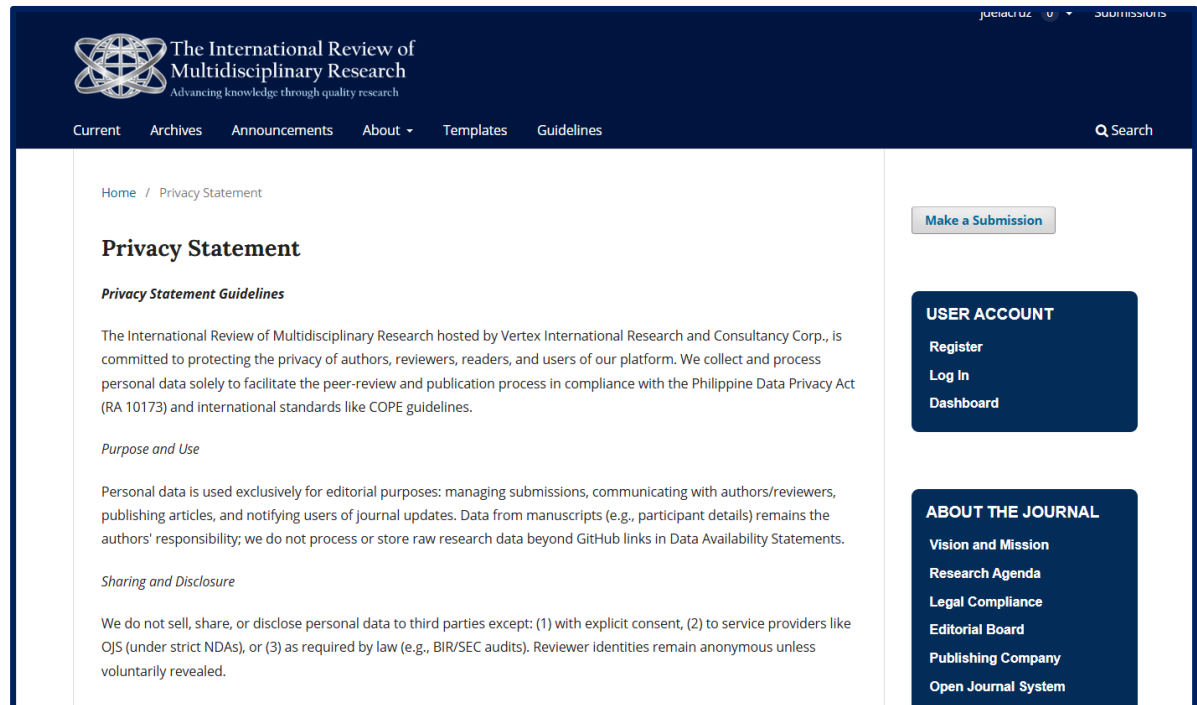
8. Click the “Begin Submission” Button




Privacy Consent *

Yes, I agree to have my data collected and stored according to the [privacy statement](#).

Begin Submission



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Home / Privacy Statement

Privacy Statement

Privacy Statement Guidelines

The International Review of Multidisciplinary Research hosted by Vertex International Research and Consultancy Corp., is committed to protecting the privacy of authors, reviewers, readers, and users of our platform. We collect and process personal data solely to facilitate the peer-review and publication process in compliance with the Philippine Data Privacy Act (RA 10173) and international standards like COPE guidelines.

Purpose and Use

Personal data is used exclusively for editorial purposes: managing submissions, communicating with authors/reviewers, publishing articles, and notifying users of journal updates. Data from manuscripts (e.g., participant details) remains the authors' responsibility; we do not process or store raw research data beyond GitHub links in Data Availability Statements.

Sharing and Disclosure

We do not sell, share, or disclose personal data to third parties except: (1) with explicit consent, (2) to service providers like OJS (under strict NDAs), or (3) as required by law (e.g., BIR/SEC audits). Reviewer identities remain anonymous unless voluntarily revealed.

Make a Submission

USER ACCOUNT

- Register
- Log In
- Dashboard

ABOUT THE JOURNAL

- Vision and Mission
- Research Agenda
- Legal Compliance
- Editorial Board
- Publishing Company
- Open Journal System

215 / Dela Cruz / The Effect of Variable A to Variable B: A Quantitative Study

Make a Submission: Details

Save for Later



9. The Make a Submission has 5 steps.

- Details – providing the initial details of your article/ study.
- Upload Files – The IMRaD article based on the journal’s template
- Contributors – Name of all the authors of the study
- For the Editors – Message to the Editors
- Review – Before submitting, you have to review all your details

10. You may use the Save for Later button if you want to save your submission as draft first.



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MAKE A SUBMISSION

Part 1. Details

Keywords

1. Enter your keywords: Provide the Keywords or index terms from your article in the text field above.

2. Add keywords:

- Type each keyword/variable one at a time in the search box.
- Select the suggested term below or press Enter to add it.
- Important: Do not copy-paste multiple words—enter them separately to create individual capsules.
- Each keyword appears as a separate capsule. Remove any by clicking the X icon.

3. Requirements:

- Minimum: 6 keywords
- Maximum: 10 keywords

4. Keywords help index your article for search engines and metadata harvesting.

Submission Details
Please provide the following details to help us manage your submission in our system.

Title *

Keywords *
Keywords are typically one- to three-word phrases that are used to indicate the main topics of a submission.

Title *

Keywords *
Keywords are typically one- to three-word phrases that are used to indicate the main topics of a submission.

Abstract *


Keywords *
Keywords are typically one- to three-word phrases that are used to indicate the main topics of a submission.

|

Abstract

1. Enter your abstract: Copy the abstract exactly as it appears in your article.
2. Word count requirements:
 - Minimum: 250 words
 - Maximum: 270 words
 - All words count (including articles like "the," "is," "are")
3. Follow the Author Guidelines on our website.

Abstract *

B *I* \times^2 \times_2 

This article discusses the idea of integrating the Teaching Excellence Framework as a tool to solve the problem of salary stagnation of faculty members whose focus is on teaching and learning. Currently state universities use a metric-based system in faculty promotion which weighs research more than instruction causing faculty members to experience salary stagnation and slow movement in their promotion. The author discussed the four levels of the framework and highlighted practices from different literature in the country in accordance with these levels. The study used review of related literature and meta-analysis as the primary method in gathering the information needed. The RRL came from published local and international studies, news and report articles posted in websites, and from government documents. The outcomes and discussion followed a format of discussing the level based on the Royal Academy of Engineering who created the framework, followed by practices in the Philippines, the sphere of impact, promotion criteria and the evidence, and a concluding paragraph. An important finding of this study is the adoption of this framework with other universities in the ASEAN region and other international universities. According to these universities they

References

1. The references must follow APA format as specified in the Author Guidelines.
2. Include a minimum of 15 references and a maximum of 20 references.
3. For literature review or meta-analysis studies, select only 20 key references for the main article; place additional references in an Appendix such as a literature map or PRISMA report.
4. Enter each reference on a new line for proper extraction; do not combine multiple references on one line.
5. Click Continue to proceed.

References *

Enter each reference on a new line so that they can be extracted and recorded separately.

Aquino, A. B., & Chavez, N. H. (2022). Teaching effectiveness: Basis for the development of assessment tools. *Journal of Research, Policy & Practice of Teachers and Teacher Education*, 12(2), 41–54.
<https://ejournal.upsi.edu.my/index.php/JRPPTTE/article/view/7035>

Aquino, J. M. D. R., & De Lara, M. G. (2025). Best practices of high performing higher education institutions in the Philippines towards the development of a harmonized quality assured instructional leadership framework. *Frontiers in Education*.

Advancing Teaching. (n.d.). National University of Singapore (NUS) [Institutional case study]. Advancing Teaching.
<https://www.advancingteaching.com/mapping/NUS/>

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[Save for Later](#)

[Continue](#)



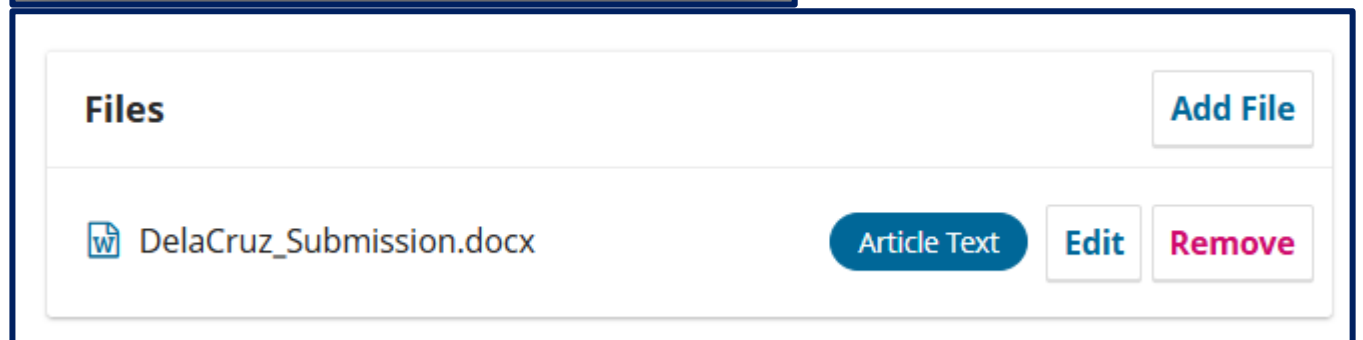
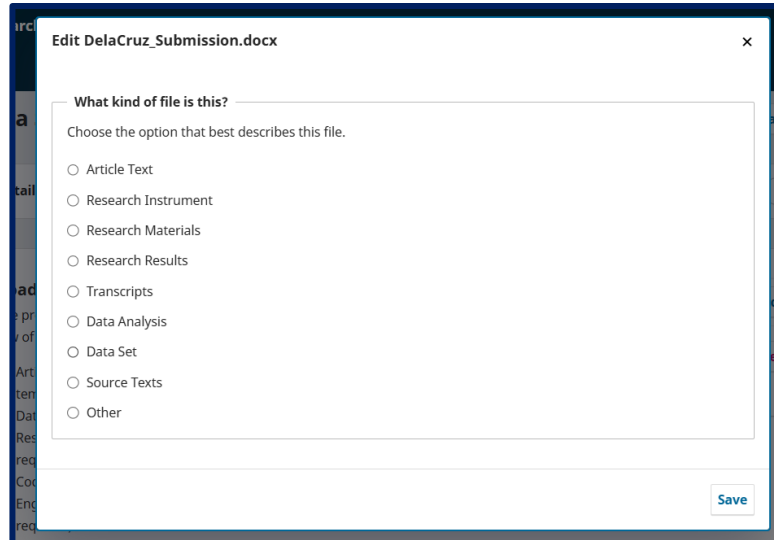
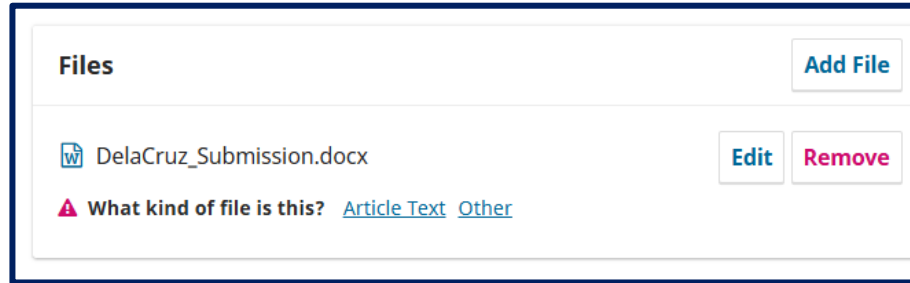
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MAKE A SUBMISSION

Part 2. Upload Files

Upload Files

1. Prepare your article using the journal's official template.
2. Click Add File or Upload File.
3. Select your file and click Enter or Open.
 - Submit as a Word document (.docx) with this naming format:
 - SurnameOfCorrespondingAuthor_Submission.docx
 - Example: Smith_Submission.docx
4. Select file type:
 - Article Text (IMRaD format for articles) Choose "Others" if not article text
 - Instrument
 - Materials
 - Results
 - Transcripts
 - Data Analysis Data Set
 - Source Texts



Upload Files

5. Optional supplementary files:


- Data Sets
- Research Output
- Codes/Technology/Engineering Works

6. For supplementary files: Reference them in your article's "Appendices" section and add a brief explanation.

7. Click Continue

Files

[Add File](#)

 DelaCruz_Submission.docx [Article Text](#) [Edit](#) [Remove](#)

Last saved 42 minutes ago [Save for Later](#) [Continue](#)



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MAKE A SUBMISSION

Part 3. Contributors

Contributors

1. Include All Authors:

- List every author of the study in the contributor section. Do not omit any co-authors, regardless of their role.

2. Email Handling for Uncontactable Authors:

- If an author cannot be contacted by email (e.g., due to anonymity requirements or lack of an email account), **do not use fake or placeholder emails**.
- Instead, use the email address of another listed author (e.g., the corresponding author).
- Add a clear note to the editor in the submission comments or cover letter:

*Example: "Author [Name] is included anonymously without a personal email; using corresponding author's email for notifications."**

3. Name Extensions:

- Include extensions like Jr, II, Sr, etc., as part of the ****first name**** field (e.g., "Juan Jr.", "Pedro II").

Make a Submission: Contributors

Save for Later

✓ Details — ✓ Upload Files — 3 Contributors — 4 For the Editors — 5 Review

Contributors

1. **Include All Authors:** List every author of the study in the contributor section. Do not omit any co-authors, regardless of their role.

2. **Email Handling for Uncontactable Authors:**

- If an author cannot be contacted by email (e.g., due to anonymity requirements or lack of an email account), **do not use fake or placeholder emails**.

Contributors	Order	Preview	Add Contributor
Juan Dela Cruz <small>Author</small> University of the Philippines			
	Primary Contact	Edit	Delete

Contributors

4. Add Contributor

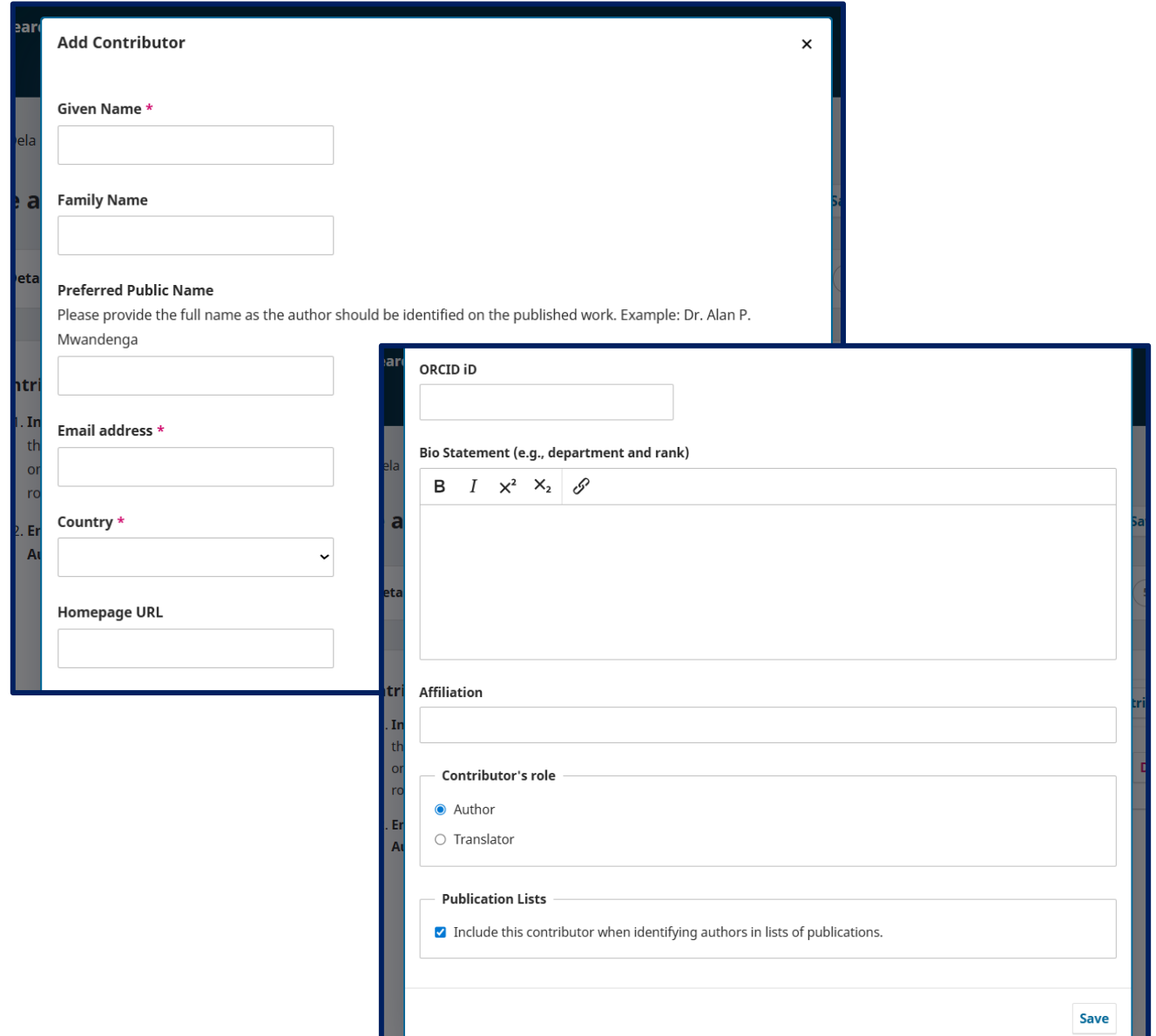
- For studies with more than one author, click on the add contributor button.
- Provide the necessary information such as the Given Name, Family Name (Surname), Preferred Name, Email Address, Country.
- Other information may leave blank: Homepage URL and Bio Statement
- Click Save if all information has been added.

5. Preferred Name Format:

- Enter the full preferred name, including academic or honorific titles (e.g., "Dr. Maria Santos", "Hon. Juan Dela Cruz").

6. ORCID Integration** (Highly Encouraged):

- Add the author's ORCID iD if available (e.g., "0000-0002-1825-0097").
- The journal strongly encourages **all authors to register for a free ORCID iD** at [ORCID Registration] (<https://orcid.org/signin>). This unique identifier improves discoverability, tracks publications, and supports research integrity.
- If unregistered, authors can create an account in minutes during submission.



The screenshot displays a web form titled "Add Contributor" with a close button (X) in the top right corner. The form is divided into several sections:

- Given Name ***: A text input field.
- Family Name**: A text input field.
- Preferred Public Name**: A text input field with a placeholder text: "Please provide the full name as the author should be identified on the published work. Example: Dr. Alan P. Mwandenga".
- Email address ***: A text input field.
- Country ***: A dropdown menu.
- Homepage URL**: A text input field.
- ORCID id**: A text input field.
- Bio Statement (e.g., department and rank)**: A rich text editor with formatting options (B, I, x², x₂, link) and a large text area.
- Affiliation**: A text input field.
- Contributor's role**: Radio buttons for "Author" (selected) and "Translator".
- Publication Lists**: A checkbox labeled "Include this contributor when identifying authors in lists of publications." which is checked.

A "Save" button is located at the bottom right of the form.

Contributors

7. Choose one author that will be the corresponding author. Click on the Set Primary Contact.

8. You may click the preview button to review all the contributors.

9. After assuring the correctness of the information, click continue to proceed

Contributors [Order](#) [Preview](#) [Add Contributor](#)

Juan Dela Cruz Author [Primary Contact](#) [Edit](#) [Delete](#)
University of the Philippines

Dr. Peter Smith Author [Set Primary Contact](#) [Edit](#) [Delete](#)

List of Contributors ×

Contributors to this publication will be identified in the following formats.

Format	Display
Abbreviated	Dela Cruz et al.
Publication Lists	Juan Dela Cruz, Dr. Peter Smith (Author)
Full	Juan Dela Cruz, Dr. Peter Smith (Author)

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Part 4. For the Editors

For the Editors

1. If you have any message to the editors to better understand your article you may include here.
2. Possible contents or message are the following:
 - Requests
 - Clarifications
 - Explanation of Appendices or any part of the Article
 - Others
3. If you don't have any message, you may leave this blank
4. Click on continue

Make a Submission: For the Editors Save for Later


Details — Upload Files — Contributors — **4 For the Editors** — 5 Review

For the Editors

Please provide any message to the editor to help them review your article.

Comments for the Editor

Add any information that you think our editorial staff should know when evaluating your submission.

B *I* \times^2 \times_2 

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MAKE A SUBMISSION

Part 5. Review

Review

1. If the information provided from steps 1-4 is correct, no error message will appear.
2. Usually, the error message is in red notification above the title
3. To edit the part which has an error, you can use the back button to find the error.

Make a Submission: Review

Save for Later

Details Upload Files Contributors For the Editors 5 Review

Review and Submit

Review the information you have entered before you complete your submission. You can change any of the details displayed here by clicking the edit button at the top of each section.

Once you complete your submission, a member of our editorial team will be assigned to review it. Please ensure the details you have entered here are as accurate as possible.

Details

Edit

Title
The Effect of Variable A to Variable B: A Quantitative Study

Keywords
variable, quantitative, education, management, leadership, effects, school

Abstract
This article discusses the idea of integrating the Teaching Excellence Framework as a tool to solve the problem of salary stagnation of faculty members whose focus is on teaching and learning. Currently state universities use a metric-based system in faculty promotion which weighs research more than instruction causing faculty members to experience salary stagnation and slow movement in their promotion. The author discussed the four levels of the framework and

There are one or more problems that need to be fixed before you can submit. Please review the information below and make the requested changes.

Details

Edit

Title
The Effect of Variable A to Variable B: A Quantitative Study

Keywords

References *

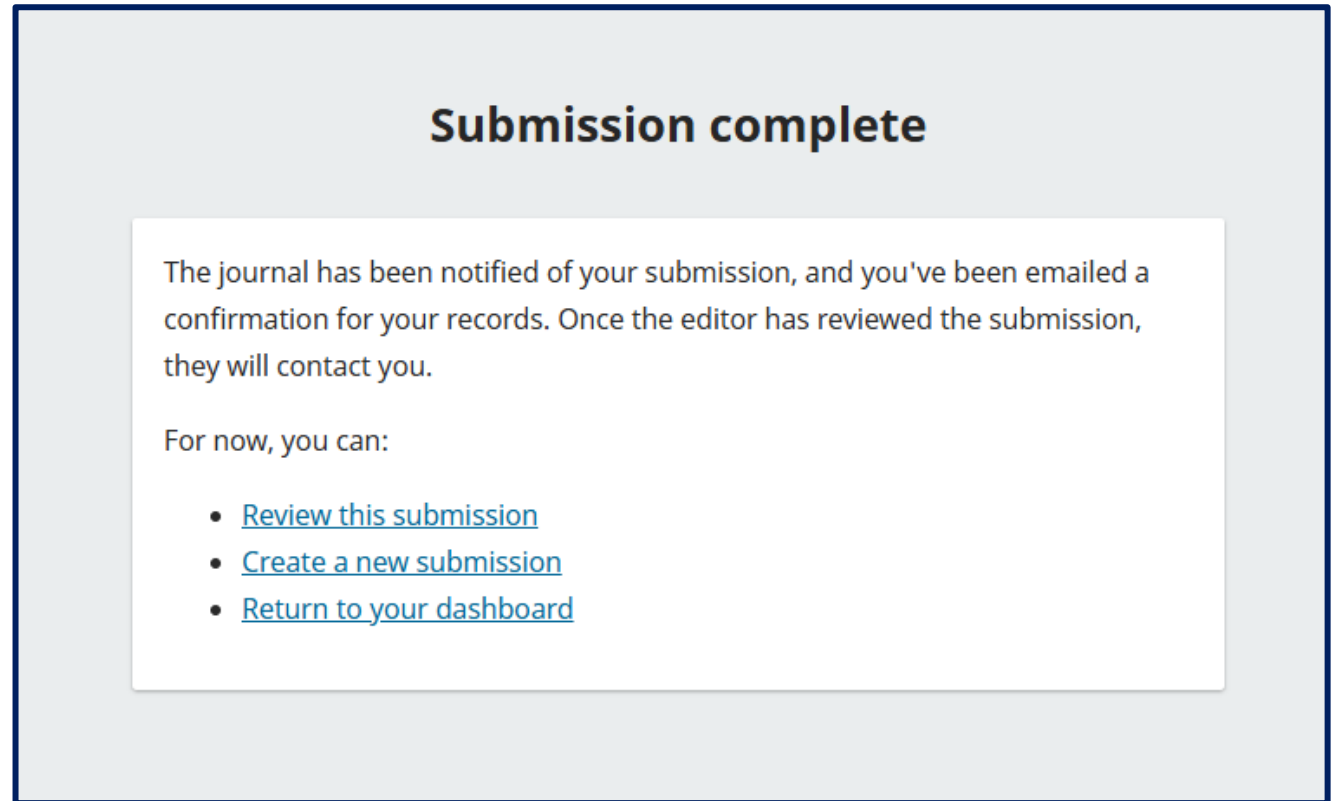
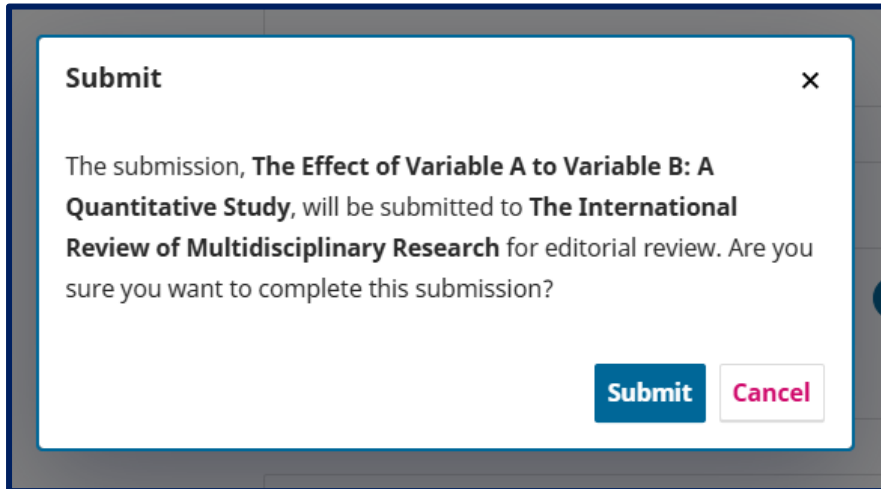
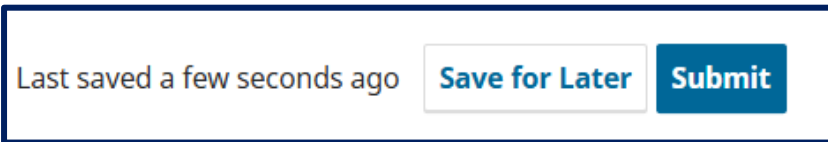
Enter each reference on a new line so that they can be extracted and recorded separately.

⚠ This field is required.



Review

1. Once complete, you may click the submit button.
2. A final prompt box will appear, this serves as a final confirmation. Click Submit.
3. Once the submission is complete a “Submission Complete” shall appear





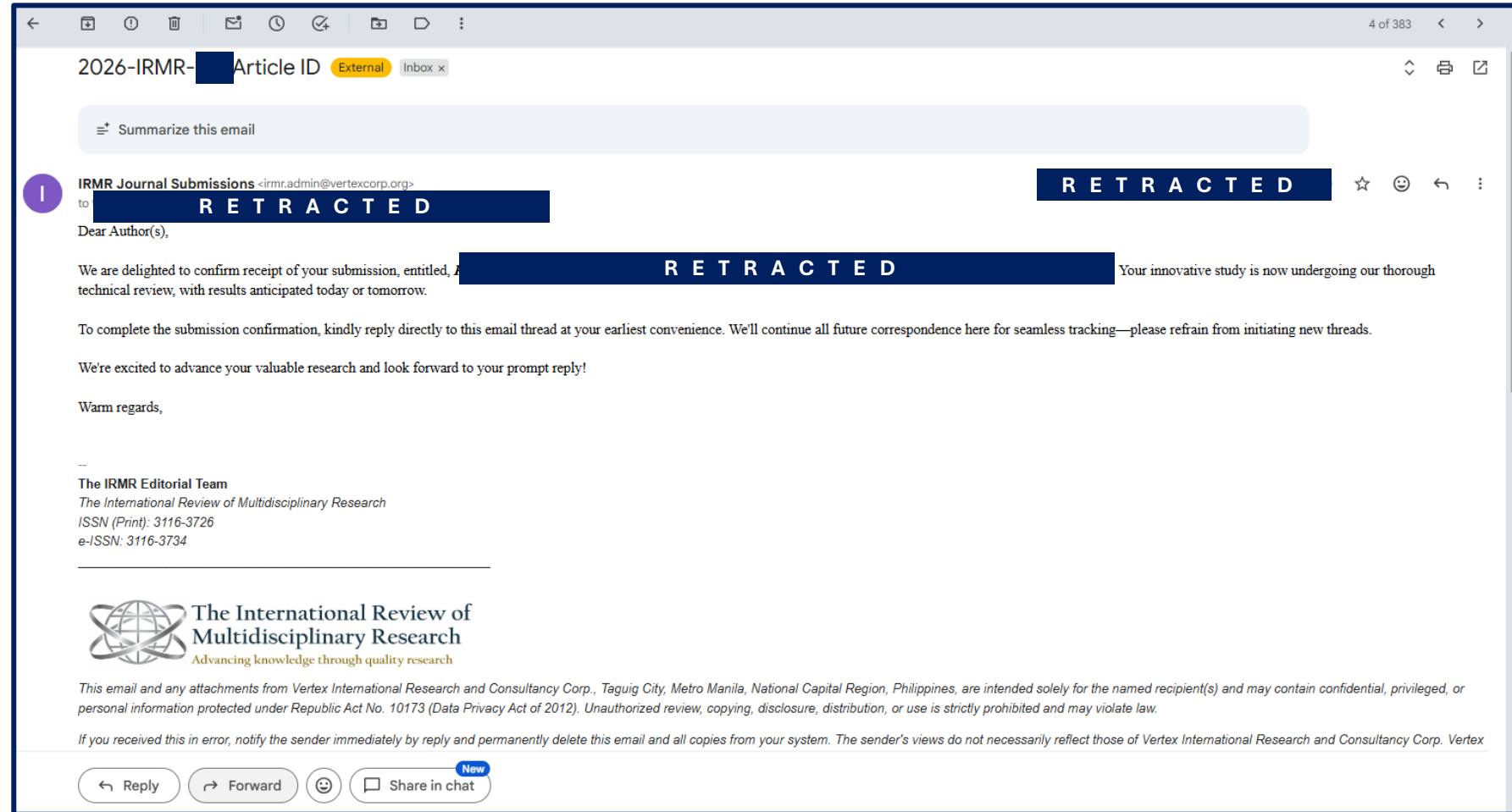
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POST SUBMISSION

Post Submission

1. Expect an Email after 24-48 hours that the editorial team has received your article
2. Refer to the image for the sample email.
3. The communication shall be on the email thread that will be provided by the editorial team
4. **Please do not create a new thread.** Send concerns, inquiries and replies only on the thread.
5. The Subject of the Email is Assigned_Article_ID_-Article ID (e.g. 2026-IRMR-001 – Article ID)
6. The official email address that will contact you shall be: irmr.admin@vertexcorp.org
7. If you need urgent follow up you can reach us via our official facebook account: <https://web.facebook.com/irmrjournal>





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Research is the
Contribution to the
Body of Knowledge

