

GUIDE FOR AUTHORS

The *Journal of Geography* provides a forum for educators and scholars to present results from teaching and research that advance our understanding and practice of geographic education from pre-Kindergarten through the post-graduate levels. The *Journal of Geography* is published by the National Council for Geographic Education.

Submit manuscripts to <http://mc.manuscriptcentral.com/rjog>.

Address submission questions to Catherine M. Lockwood, Ph.D., Editor, Chadron State College, Chadron, NE 69337, USA. Telephone (308) 432-6275 or (308) 432-6025. E-mail: clockwood@csc.edu or jogjournal@csc.edu.

Submissions normally should not exceed 25 typewritten pages, including illustrations, tables, and references. The first page must include the paper's title, a shortened version of the title suitable for the running head, not exceeding 50 character spaces, a 100-word abstract, and up to five key words. Do not include authors name(s) or affiliation on the cover page. Manuscripts should be written in such a fashion that the authors' identities and institutional affiliations are **not** apparent to the referees. Given the diverse readership of the *Journal of Geography*, authors should strive to present their ideas and arguments in a clear and concise manner.

Each manuscript must be accompanied by a statement that has not been published elsewhere and that it has not been submitted simultaneously for publication elsewhere. Authors are responsible for obtaining permission to reproduce copyrighted material from other sources and are required to sign an agreement of transfer of copyright to the National Council for Geographic Education. All accepted manuscripts, artwork, and photographs become the property of the National Council for Geographic Education.

Research and Instruction Based Articles: Manuscripts that make new and important contributions to geography instruction and/or geographic education research are strongly encouraged. The long-term goal of the *Journal of Geography* is to build a body of high-quality research and applications on the teaching and learning of geography. Manuscripts representing all theoretical paradigms and empirical methodologies are welcome. Submissions are selected for publication based upon a doubleblind refereeing process.

Teacher's Notebook: Short articles outlining innovative teaching strategies for the K–12 geography classroom are particularly welcome. Such articles should demonstrate how these strategies convey geographical concepts. Articles should tie these strategies into the existing literature within geography, education and/or geographic education (e.g., previous articles in the *Journal of Geography*, the National Geography Standards, etc.). Submissions are evaluated based upon their creativity and ability to further geographic education.

Comments: Essays addressing current issues and developments in geographic education are welcome for the Comments section. Speculative arguments may be accepted for publication if they are seen as convincing and important. Comments manuscripts should not exceed 10 typewritten pages. Symposium should contact the editor before proceeding.

Symposium: A group of commentaries by different authors on a current issue or development in geographic education is welcome as a Symposium. Individual commentaries should not normally exceed 10 pages. Individuals wishing to organize a

Reviews: Book and multimedia reviews, including software, concentrate on works that are of particular interest to geographic educators. Most reviews are requested by the book review editor, but anyone interested in reviewing may contact the book review editor James F. Petersen, Department of Geography, Texas State University, San Marcos, TX 78666, USA. Telephone: (512) 245-3203. E-mail: jp01@txstate.edu.

Letters: Letters responding to articles, comments, reviews, or editorials are welcome. Authors to reply. Contributors should address the substance of issues in a will be offered the opportunity way that avoids personal attacks.

Style, Spelling, and Usage: Manuscripts should conform to requirements set forth in the edition. The *Journal of Geography's* spelling authority is the *Chicago Manual of Style*, 15th *American Heritage Dictionary* (CD-ROM), Third Edition (1994).

Citations and Notes: References should be cited in the text using the author's surname, year of publication, and page numbers where appropriate. For example: (Burghassi 1998) (Foxall 1998, 43) (Pearce 1998, 222–224). Separate names within one citation with a semi-colon. All works cited should be listed alphabetically by author's surname in a double-spaced list at the end of the manuscript. For details, see the *Chicago Manual of Style* and the three examples:

Burghassi, C. 1998. Geographic education in the European Union. *European Review of Geographic Education* 1:1–26.

Foxall, S. L. J. 1998. *Geographic Education in Colorado: A View from the Seventh Grade*. Fort Collins, Colorado: Poudre Press.

Pearce, I.W. S., and E. Heile. 1998. Geographic education on the ground. In *Geographic Education at the Grass Roots*, ed. E. Heile and S. P. Milas, pp. 217–239. Stormy Harbor, Florida: Dog Island Press.

Notes should be typed double-spaced at the end of the manuscript. Length and number should be kept to a minimum, and they should not be used for the purpose of citation or acknowledgments.

Illustrations: Illustrations submitted (maps, line drawings, halftones, photos, photomicrographs, etc.) should be clean originals or digital files. Digital files are recommended for highest quality reproduction and should follow these guidelines: sized to fit on journal pages; EPS, TIFF, or PSD format only; submitted as separate files, not embedded in text files. Screenshots are acceptable. To take high-quality screenshots it is best to use screen capture software, such as MWSnap [<http://www.mirekw.com/winfreeware/mwsnap.html>]. Screenshots should be saved in a low-distortion format such as PNGE or TIF, and should not be resized down. Color illustrations will be considered for publication; however, the author will be required to bear the

full cost involved in their printing and publication. The charge for the first figure is \$900.00. For each additional figure in color, up to four, the cost is \$450 each. A custom quote will be provided for any article to publish more than five color images. Good quality color prints or files should be provided in their final size. A reduced fee is possible if approved by the journal's editor. The publisher has the right to refuse publication of any prints deemed unacceptable.

Tables and Figures: Tables and figures should not be embedded in the text, but should be included as files. A short descriptive title should appear above each table with a clear legend, and any footnotes suitably identified below. All units must be included. Figures should be completely labeled, taking into account necessary size reduction into one or two columns. Captions should be typed, double-spaced, on a separate page.

Copyright concerns: The copyright for all material published in the *Journal of Geography* is held by the National Council for Geographic Education, 1710 16th Street, NW, Washington DC, 20009.

Page Proofs: All proofs must be corrected and returned to the publisher within 48 hours of receipt. Only correction of typographical errors is permitted.

Reprints: Each author of the article will receive a print copy of the issue in which the article appears and a PDF of the article. The corresponding author is responsible for distribution of issue copies to co-authors. Reprints of an individual article may be ordered from Taylor & Francis. Use the reprint order form included with online page proofs