

Notes for contributors

Preparation of typescripts

Typescripts should initially be submitted in hard copy, using double spacing on one side of A4 paper with wide margins, unjustified on the right. The usual maximum length for articles is 7,000 words. Once a typescript has been accepted for publication, authors will be expected to present the final version of their text in electronic format with an accurate print-out.

Tables: tables may be included in the text files if they are fairly simple, but large or complicated tables should be saved in a separate file from the text. They should not be boxed or shaded.

Illustrations: please consult the publisher about the inclusion of illustrations. On final submission all diagram computer files should be provided in separate files from the text (and on separate pages in the typescript), with the position of each diagram in the text indicated by a marginal note. They should ideally be presented in Excel or Tiff format (though some other kinds of software may be acceptable) and must be saved in black only. Photographs and diagrams not on computer file should be submitted in the best possible quality ready for reproduction.

References: Harvard-style references should be used for preference. Using the author-date system (the Harvard system), and allowing for occasional agreed variants, references should be given in the following format in running text:

(Ambrose, 1974), (Buller and Hoggart, 1994a), (Welsh Office, 1986), (Gripiaios *et al.*, 1995b), (Jones, 1997: 6), (Evans, 1998: 23–9)

under the heading 'References' at the end of the text, the style for references is as follows:

Ambrose, P. (1974). *The Quiet Revolution*, London: Chatto & Windus.

- Buller, H. and Hoggart, K. (1994a). 'The social integration of British home owners into French rural communities', *Journal of Rural Studies*, 10 (2), 197–210.
- Egan, B. (1990). 'Design and technology in the primary classroom: equalizing opportunities', in E. Tutchell (ed.), *Dolls and Dungarees*, Milton Keynes, Open University, 36–45.
- Farrell, C. M. (1996). 'Territorial justice and the provision of nursery education in England and Wales, 1981–1994' (unpublished PhD thesis, University of Glamorgan).

Note the use of lower case for all initial letters except the first in an article or unpublished thesis title, and capitals for initial letters of all significant words in book and journal titles.

Publications by the same author in the same year should be differentiated by means of a, b, or c etc. after the year of publication, both in the text reference and in the list of references.

Open Access and Creative Commons

Wales Journal of Education is a fully platinum Open Access publication. This means that issues from 2020 onwards will be free to read in digital format from anywhere in the world, with no author-facing charges to publish in the journal.

The journal is published under a Creative Commons CC BY-NC-ND licence, which allows others to download and share the work, with credit to the original authors. This licence restricts others from making changes to the work, or from allowing others to use the work commercially.

Articles are accepted on the assumption that they have not appeared previously and are not currently being offered to another journal.

It is the responsibility of the author to ensure any necessary permissions for third party copyright material have been cleared for Open Access.

Copyright

Articles are accepted on the assumption that they have not appeared previously and are not currently being offered to another journal. Copyright in articles and reviews in *WJE* in printed and electronic forms will be retained by the University of Wales Press.

Authors should obtain any necessary permissions to use material already protected by copyright.

Contributors will be sent one PDF copy of their article, but the right to reproduce their own contributions is granted to the contributors, provided that the copies are not offered for sale.

Proposals for articles of between 6,000 and 7,000 words should be sent to

University of Wales Press
University Registry
King Edward VII Avenue
Cathays Park
Cardiff
CF10 3NS
press@press.wales.ac.uk

Advertisements

Advertisements are welcome and rates will be quoted on request. Enquiries should be made to the Sales and Marketing Manager at the University of Wales Press at the University Registry, King Edward VII Avenue, Cathays Park, Cardiff, CF10 3NS.

WALES JOURNAL OF EDUCATION

ISSN: 2059–3708

eISSN: 2059–3716

Published by the University of Wales Press, University Registry, King Edward VII Avenue, Cathays Park, Cardiff, CF10 3NS.

Telephone: (029) 2037 6999.

www.uwp.co.uk

E-mail: press@press.wales.ac.uk

© University of Wales Press, 2020.

General policy

Wales Journal of Education is a refereed journal which is published by the University of Wales Press. It also includes review articles and reviews of publications, particularly of those which relate to education in Wales or are written by academics working in Wales, but also of major education titles of a broader significance and of comparative studies of education.

Printed by CPI Antony Rowe, Chippenham, Wiltshire.

