

# Australian Journal of Environmental Education

1. The *Australian Journal of Environmental Education (AJEE)* provides a forum for the publication and dissemination of articles intended to further the research and practice of environmental education in all areas of formal and non-formal education.
2. There are two broad categories of papers that will be considered for publication in AJEE.
  - The first category focuses on academic/research articles which should be 5,000 words in length (including references, tables etc). Where additional word length is warranted and clearly justified, extended papers will also be considered (up to 10,000 words). Contributions in this category may take the form of research or project reports, program evaluations or case studies of practice, critical essays relating to philosophical or policy issues, critiques of previously published articles, and literature reviews that are of relevance to environmental education. Theoretical essays or research reports should include a description of the practical application(s) of the ideas raised or tested, while reports of practice should contain an explanation of the theoretical foundation underlying the practice in question.
  - The second category is for shorter scholarly opinion/discussion/story/review pieces and abstracts of completed PhD, Masters and Honours theses (in environmental education). These articles may be up to 3,000 words in length (including references, tables etc) and abstracts of theses should be no longer than 750 words. Shorter book reviews will also be considered (up to 1000 words). The editor is also actively encouraging special sections / issues working with guest editors. Please contact the editor with ideas and/or proposals.

Contributions presented in a variety of written or graphic forms are welcomed. Material in written form other than prose, or in graphic forms such as illustrations or photographic essays, should be accompanied by text clearly setting out its philosophical or practical origins and implications. All material should be clearly referenced to its sources.

3. All manuscripts will be reviewed by at least two members of the editorial board or invited referees with expertise in the relevant field. Selection of articles for inclusion in the journal will be based on these reviews.

#### 4. Specifications for contributions

A short title of not more than thirty-four letters must be submitted with each manuscript. An abstract is also to be provided, no longer than 200 words. Authors should supply a minimum of five key words for referencing of papers.

Tables, drawings, diagrams and charts should each be presented on a separate sheet of A4 paper. The approximate positions of these should be indicated in the typescript.

Footnotes should be avoided. References should be listed alphabetically at the end of a contribution. Contributors should follow the specifications of APA ( *Publication Manual of the American Psychological Association*, 2010, 6th edition).

The following examples illustrate the recommended form for publications:

Australian Government Department of the Environment Water Heritage and the Arts. (2009). *Living sustainably: The Australian Government's National Action Plan for Education for Sustainability*. Canberra: Commonwealth of Australia.

Cutter-Mackenzie, A. (2009). Multicultural school gardens: Creating engaging garden spaces in learning about language, culture, and environment (special issue guest edited by D. Greenwood and M. McKenzie). *Canadian Journal of Environmental Education*, 14(1), 122–135.

Hart, P. (2003). *Teachers' thinking in environmental education: Consciousness and responsibility*. New York: Peter Lang.

Hillcoat, J. (1999). *Beyond the commodity: Meaning-making, sustainability and the self*. Unpublished PhD thesis, Queensland University of Technology, Brisbane, Australia.

Jickling, B., & Spork, H. (1998). Education for the environment: A critique. *Environmental Education Research*, 4(3), 309–327.

Chalkley, M. Haigh & D. Higgitt (Eds.). (2009). *Education for sustainable development: Paper in honour of the United Nations Decade of Education for Sustainable Development (2005–2014)* (pp. 199–213). New York: Routledge.

When references are cited in the text, details of author(s) and year of publication should appear, for example (Cutter-Mackenzie, 2009; Jickling & Spork, 1998). Direct quotes should include author, year and page number, for example (Hart, 2003, p. 65). Spelling should conform to *The Macquarie Dictionary*, Macquarie Library, Sydney. Non-sexist language should be used at all times, for example, humankind or people, chair or chairperson. Underlining is to be avoided except to indicate the use of italics. Emphasis should be made through sentence construction.

5. Manuscripts are accepted for publication on the understanding that they have been submitted only to the Australian Journal of Environmental Education. Authors are responsible for the factual accuracy of their papers and for obtaining permission to reproduce text or illustrations from other publications. Authors are also responsible for ensuring that the research reported on has been ethically conducted. Documentary evidence of this permission may be required. Australian Academic Press adheres to the Open Access (OA) "Green Standard" for author self-archiving which allows journal authors who have published in an Australian Academic Press journal to post the peer-reviewed version of their article prior to typesetting on an online archive, repository, or website.

6. To be reviewed for possible publication in this journal all authors must follow the style and digital submission instructions below and submit their manuscript online using the "Submit an Article" link in the menu at the right of this page.

Manuscripts submitted to the journal must represent reports of original research. Manuscripts will be sent for anonymous review either by members of the editorial board, or by individuals of similar standing in the field.

All articles are refereed. Papers submitted to the journal must not previously have been published nor submitted for publication to any other journal.

## DIGITAL SUBMISSION GUIDELINES

1. At least two separate files need to be submitted online via the Journal Submission Manager at [https://www.australianacademicpress.com.au/cup\\_jsm/](https://www.australianacademicpress.com.au/cup_jsm/):

1. a **Title Page** document. The name of this file must be constructed as follows:

[first 20 characters of the title]\_[ddmmyear]\_AJEE\_Title.doc

2. an **Article** document. The name of this file must be constructed as follows:

[first 20 characters of the title]\_[ddmmyear]\_AJEE\_Article.doc

3. all **Figure** documents should be supplied with the name of the file constructed as follows:

[first 20 characters of the title]\_[ddmmyear]\_AJEE\_Figure# (with # being the number of the figure)

2. The Title Page and Article documents should be saved as a Microsoft Word document, double-spaced with minimum margins of 25 mm on both sides and in A4 page size.

3. The **Title Page** document should contain the full **title of the article** as well as the full **names and affiliations** of all authors followed by a full **postal and e-mail addresses** for the corresponding author. A **word count** and suggested **running head** of no more than 50 characters including spaces should also be provided, along with a maximum of 6 **key words**.

4. The **Article** document should include the complete article **without any identifiable author details** but including the title and an abstract not exceeding 200 words that provides a brief overview of the aims, method and major findings without any citations.

5. TABLES

Tables should be created in Word and included at the end of the article Word document after the references with their approximate positions in the text indicated by the words, "Insert Table X here". Horizontal and vertical lines should be used sparingly.

6. FIGURES, GRAPHS, ILLUSTRATIONS, PHOTOGRAPHS, SPECIAL CHARACTERS

**To ensure optimum quality, please follow the guidelines below when submitting artwork.**

Figures, graphs, illustrations and photographs (but NOT Tables) should be prepared to the correct size and each one supplied as an individual file, separate to the manuscript Word file. Include placement instructions in the Word document, such as "[Insert fig 1 here]".

Figures created in Microsoft Word, Excel or PowerPoint need to be saved as PDFs.

Figures created in a drawing program such as Adobe Illustrator, CorelDRAW, Freehand, Microsoft Publisher or similar should be saved as EPS (encapsulated postscript) files.

Figures created in Photoshop or with other photographic software should be saved with a minimum resolution of 600 dpi and in TIF format. Minimum resolution for scanned graphics is 300dpi for halftone work (e.g., photographs) and 600 dpi for line art, and these should also be in TIF format. All figures and graphs should be in black and white line art (artwork that has only text and lines, no shades of grey or blocks of colour).

All photographs should be supplied as separate files in JPEG or TIFF formats for a minimum 300 dpi resolution. (As a rough guide, the file size of each photograph should be above 200KB).

Manuscripts which contain special characters (equations, Chinese characters, etc.) need to be supplied as a high resolution PDF file (print or press format) with all fonts embedded as well as the Word or RTF document.

Prior to sending artwork, the separate files of figures, graphs, illustrations, and so on, should be printed by the author to test that the fonts have been embedded correctly and there is no distortion in the artwork (e.g., lines and fonts reproduce cleanly with no jagged lines or fuzzy edges), as any such faults cannot be corrected by the publisher.

### **AUTHOR MANUSCRIPT CHECKLIST**

Please ensure the following are included in your submission:

- First name and surname of all authors
- Affiliations (institution and country) of all authors
- Name and full postal and e-mail address of the corresponding author
- Running head of maximum 50 characters including spaces
- Up to 6 keywords
- Abstract of no more than 200 words in length
- The approximate positions of all tables and figures mentioned in the text indicated by the words 'Insert Table/Figure X about here'
- APA style for citations, references, numbers, capitalisation, table and figure captions, and statistical symbols
- All figures supplied separate to text in PDF format, NOT in colour, and clearly readable.

Manuscripts, book reviews and editorial communications may be submitted to the Journal Submission Manager at:

[https://www.australianacademicpress.com.au/cup\\_jsm/](https://www.australianacademicpress.com.au/cup_jsm/)

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