

Guidelines for Authors

1. The Australian Journal of Environmental Education 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 5000 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 now introduced 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 3000 words in length (including references, tables etc) and abstracts of these 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. Contributors to AJEE are asked to structure their material in a format which answers the following questions, in the order in which they appear below:

 - What new ideas are being proposed, or what existing ideas supported or negated?
 - What implications for environmental education practice, research or theory do these new, or changed, ideas have?
 - What is the general context within which these ideas, or those most closely related to them, are set out in the literature?
 - What methods/approaches were used in the development of these new or changed ideas, and the implications considered to flow from them?
 - What sources have been consulted in establishing the context, methods and implications described?
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 150 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*, 2001, 5th 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 David Greenwood and Marcia 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, Queensland University of Technology, Brisbane, Australia.

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

Selby, D. (2009). The firm and shaky ground of education for sustainable development. In B. Chalkley, M. Haigh & D. Higgitt (Eds.), *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. Submission of papers.

An electronic copy of the manuscript should be submitted by email to ajee@officeoflogistics.com.au. Contributors are asked to use MS Word 2007 or a later version. **The names and present professional affiliations of the author(s) should appear on a separate title page so that anonymity is maintained during the reviewing process.** Papers are blind-reviewed by two reviewers who are experts in the field.

The typesetting process is simplified if the word processing file avoids the unnecessary use of tabs and the space bar. Please use only one space between sentences. The return key should be used only to create new paragraphs, not new lines. Authors should retain an exact copy of the manuscript for reference should clarification of specific pages, paragraphs or lines be required.
6. Manuscripts are accepted for publication on the understanding that they have been submitted only to the *Australian Journal of Environmental Education* and that copyright will be owned by the publisher, the Australian Association for 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 is required. Authors retain the right to include a self-archived copy of the final corrected manuscript version of their paper in an eprint repository. The eprint record should include full publication details, a copyright notice plus a link to the journal's web page (<http://www.aae.org.au>).
7. Authors will receive a complimentary copy of the journal issue in which their paper appears.
8. All contributions should be addressed to: Dr Amy Cutter-Mackenzie, Editor, AJEE, Faculty of Education, Monash University, McMahons Road, Frankston, Victoria 3199, Australia.
Telephone +61 3 9904 4638.
Email: ajee@officeoflogistics.com.au or Amy.CutterMackenzie@monash.edu
A Special Issue, The Australian-ness of Environmental Education, will be launched at the World Environmental Education Congress in Brisbane July, 2011. It is also planned that a second issue will be published at the usual time (December 2011). The cut-off date for contributions to appear in the 2011 second issue is 29 April 2011.