

## Guidelines for Authors

### Manuscript Topics

Journal of Mathematics Education (JME) is an annual and peer reviewed professional academic research journal. JME aims at promoting communication in mathematics education *between the United States and China as well as between West and East in general*. The goal of JME is to provide opportunities for all scholars to conduct research on mathematics education, with emphasis on assessment, curriculum, instruction, theory, technology, equity, as well as features and book review relating to mathematics education.

### Manuscript Preparation

Manuscripts should be double-spaced. Use as a model the sample paper included on pages 41-53 of the *Sixth Edition Publication Manual of the American Psychological Association* (<http://www.apa.org/pubs/4200066.aspx>). Manuscripts should include the following components:

1. Microsoft Word version of your manuscript including a cover sheet containing the title, author(s) and academic rank(s), professional affiliation(s), and email address (es).
2. An abstract not to exceed 120 words on page 2 followed by key words.
3. Typed double-spaced manuscript using a 12-point font, with 1" margins on top, bottom, and sides. The manuscript should be limited to 4000 words, excluding figures, tables, and appendices.

### Review Procedures

All manuscripts are subject to a peer review process. Manuscripts should not have been previously published nor be under consideration for publication in any other journal.

Type of review: Blind review

No. of reviewers: Two

The Editor will use three categories to notify the author of the decision based on reviewers' comments: Accept, Revise and Resubmit, or Reject. The revised manuscript will be reviewed by a new set of external reviewers.

### Review Criteria

The following criteria will be used by reviewers in evaluating the appropriateness of manuscripts for publication in *JME*:

- ❖ Relevant and significant
- ❖ Theoretical framework
- ❖ Addresses K-12 mathematics education issues
- ❖ Research methods
- ❖ Reflect current theoretical/practice-based
- ❖ Data Analysis and results perspectives
- ❖ Discussion and conclusions
- ❖ In addition, research manuscripts are judged on
  - Writing style
  - Research questions
  - Contributions of new knowledge

### Timeline for the review process

Time for submission: for June issue - end of February and for December issue - end of August. Please make sure to submit your manuscript to [jme\\_editor@yahoo.com](mailto:jme_editor@yahoo.com)

Decision by editor: Middle of May and middle of November, respectively.

### Call for reviewers

The *JME* is committed to timely publication. As such, the reviewers who have expertise in mathematics education are essential for the publication. Please send us an Email providing the following information if you are interested in being a reviewer:

|               |                     |         |
|---------------|---------------------|---------|
| Name:         | Department:         | Phone:  |
| Academic rank | Expertise specific: | Fax:    |
| Affiliation:  | Address:            | E-mail: |