

INSTRUCTIONS TO AUTHORS

AIMS AND SCOPE: The *Journal of Latinos and Education (JLE)* provides a cross-, multi-, and interdisciplinary forum for scholars and writers from diverse disciplines who share a common interest in the analysis, discussion, critique, and dissemination of educational issues that impact Latinos. There are four broad arenas that encompass most issues of relevance: (1) Policy, (2) Research, (3) Practice, and (4) Creative & Literary works.

MANUSCRIPT SUBMISSION: Four identical copies of each manuscript should be submitted for publication consideration to Enrique G. Murillo, Jr., Journal of Latinos and Education, California State University, San Bernardino, 5500 University Parkway, San Bernardino, CA 92407-2397. E-mail: emurillo@csusb.edu

MANUSCRIPT PREPARATION: Authors of accepted manuscripts must submit (a) a computer disk containing the manuscript file in MS Word or WordPerfect and clearly labeled with the authors' names, file name, and software program; (b) two printed copies that exactly match the disk, accompanied by a statement that it has not been published elsewhere and that it has not been submitted simultaneously for publication elsewhere; (c) camera-ready figures (if applicable); (d) copies of all permissions obtained to reproduce copyrighted material from other sources; and (e) a signed agreement for the transfer of copyright to the publisher. All accepted manuscripts, artwork, and photographs become the property of the publisher.

Prepare manuscripts according to the *Publication Manual of the American Psychological Association (APA), 5th edition*. Manuscripts not in this style will be returned to authors without review (special consideration is given to creative and literary works not appropriately covered by *APA*). All parts of the manuscript should be typewritten, double-spaced, with margins of at least one inch on all sides. The first page should include the manuscript title, authors' names, affiliations, complete mailing addresses, (including e-mail), and the telephone and fax numbers of the author to whom editorial correspondence is to be addressed. Authors should also supply a shortened version of the title suitable for the running head, not exceeding 50 character spaces. Each article should be summarized in an abstract of not more than 100 words. Avoid abbreviations, diagrams, and reference to the text in the abstract. In a cover letter, identify the section under which the submission applies:

Feature Articles: Theory, Research, Policy, and Practice: Rigorous, innovative, and critical scholarship comprising empirical, methodological, applied, theoretical, programmatic, perspective, and policy articles relevant to educational issues that impact Latinos. All modes of inquiry are welcome: observational, experimental, ethnographic, textual, sociological, historical, philosophical, interpretive, survey, and others. Suggested manuscript length is 20 to 30 pages.

Essays and Interviews: Commentary, literature, and conceptual review papers that are integrative and timely, evaluating and synthesizing a relevant issue. Included may also be symposia, point-counterpoint debates, task force reports, position papers, brief letters and reactions to policies and actions, and solicited commentaries and interviews with specialists and other figures who have had an impact. Suggested manuscript length is 7 to 12 pages.

Voces: Community, Parents, Teachers, and Students: Descriptions, data-driven research reports and case studies, and/or more reflective essays by school "actors" and practitioners who have important knowledge, research, or reflection about educational settings that impact Latinos. Suggested manuscript length is 7 to 15 pages.

Book and Media Reviews: Summaries and evaluations of books, periodicals, articles, websites, software, CD-ROMS, teaching material, textbooks, videotapes, film, art, music, and other media. Suggested manuscript length is 2 to 3 pages.

Alternative Formats: Personal perspectives and narratives, short tales, confessional or testimonial stories, humor, poetry, drama, artwork, and other creative productions. Suggested manuscript length is 1 to 7 pages.

THEMATIC ISSUES: *JLE* welcomes proposals for thematic issues. These are special issues having components that link together meaningful conceptual or theoretical questions. The proposer of the thematic issue becomes the Guest Editor. Examining topics that bring together inquirers from several disciplines who do not normally engage with each other are particularly welcome. These may be invited or open competitions, but all submissions are peer-reviewed.

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