

Guidelines for Authors
Journal of Materials Education
published by the International Council on Materials Education

SUBMISSION OF PAPERS

Invitation to Authors

Authors are invited to submit manuscripts for publication in the **Journal of Materials Education**. The Journal welcomes manuscripts on a wide variety of topics related to Education in Materials Science and Engineering, including pedagogical and technical subject areas, new materials, new characterization procedures, new processing techniques, and strategic development of education programs. Articles will be carefully peer reviewed prior to acceptance for publication.

Where to Send Manuscripts

All submissions must meet high standards for acceptance. Following revisions, if any, required by the editors, the article will be published in the next issue. The authors are encouraged to cite related earlier papers in *J. Mater. Ed.* References can be found on the ICME website at <https://icme.unt.edu/>. Needless to say, full texts are available to the Journal subscribers and in the case of Open Access papers available to all at the same website.

Manuscripts should be submitted to one of the two co-Managing Editors: Prof. Magdalena Dobiszewska, magdalena.dobiszewska@utp.edu.pl or Prof. Jolanta Tomaszewska, jolanta.tomaszewska@utp.edu.pl.

Format

The present instructions are also available at the website of our International Council: <https://icme.unt.edu/>. Updates might be made from time to time. Manuscripts should be clearly written, and generally consistent with the Style Manual of the American Institute of Physics. Please submit your manuscript electronically. The text should be in Microsoft Word, and objects or graphics files should be in standard, preferably editable, formats. Electronic files should be submitted as e-mail attachments.

To facilitate the work of both reviewers and editors, please do not try to impose the Journal's normal 2-column page format or headers or footers. The simplest single-column format, based on Times New Roman 11-point font, single line spacing, no auto-format for paragraphs or headings, will be appreciated, and it will expedite the final assembly of your manuscript for publication in the Journal's established style. Kindly do not embed Figures and Tables in the body of your text, and do not use Endnotes.

Please note especially the adopted style for Reference citations: They are placed in text as superscripts ^{1, 2, 3-5} (not as [1]). Each entry in the Reference list begins with the authors' names (initials followed by surnames). The Title of the cited article may be given (optionally). The abbreviated name of the Journal follows (*in italics*), followed by the Volume (**bold**), page and (Year). If the reference is a book, show the book title *in italics*, then the publisher's name, then the publisher's city, then the year of publication, followed if relevant by page numbers (pp. xx – yy.). Citations may include internet web URLs (shown *in italics*). Items in a citation text are separated by commas (,) – not periods (.) or colons (:). For examples, please see the model pages that follow this note. Your attention to these details will greatly expedite the processing of your final manuscript. Thank you.

Regular and Open Access modes of publication

There is no fee charged for regular publication in J. Mater. Ed. Publication of papers in

Open Access – downloadable freely from the ICME website - is possible. In the open access case the fee paid by the authors is US\$ 975.

Reprint Policy

After publication of each Issue, JME will make available to the contact author of each manuscript a complimentary pdf file of the formatted version of their paper, as published.

An Example of a Manuscript

On the following pages you can see a fictitious paper written according to the instructions defined above - except for the fact that the text is in two columns while the manuscripts should be submitted in the whole page width format.

GUIDELINES FOR AUTHORS

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ABSTRACT

The Journal of Materials Education (JME) is an international peer-reviewed professional journal, publishing scholarly articles, review papers, and teaching resources in order to foster communication on subjects related to Materials Education. Submission of original manuscripts is welcomed. This article provides guidelines for authors, using itself as a model. Authors are requested to use these guidelines judiciously in the preparation of manuscripts.

Keywords: *Journal of Materials Education; author instructions; style manual* |

TOPICAL CONTENTS

JME will consider publication of original manuscripts that offer constructive contributions to the progress of education in the areas of materials science and/or engineering. Examples of appropriate topics include: reports of innovations in teaching techniques or resources; comparative studies of different pedagogical approaches in the context of materials education; development of general or specialized curricula and courses; development and use of novel delivery systems; tutorial articles on new materials, processing or characterization techniques not yet covered in textbooks; reviews of education resources; laboratory modules or textbooks; outreach enterprises; and strategy. Articles may refer to any academic (or non-academic) level.

Novel approach

Evaluation of the success or failure of novel approaches in an objective way is regarded as an important component for many manuscripts.

STYLE

Manuscripts must be written clearly in good English, consistent with the guidelines of the Style Manual of the American Institute of Physics. Papers should be concise and clearly organized, making judicious use of sections and sub-sections for clarification and ease of reading. Acronyms should be translated at their first occurrence, either in text or as footnotes.

The use of SI units is encouraged.

FORMAT

This article exemplifies the format details adopted by JME for standard articles. Further illustration may be found in recent issues of JME.

Sections

The manuscript should include a brief abstract sections and subsections of the text, and a list of references at the end. If it adds useful contextual information, a brief statement "About the Author(s)" may occasionally be appended.

References

Referenced publications and resources should be cited as ^{1,2}.

In the list of references, ***citations should follow the style examples quoted below:***

1. J.M. Smath, R.Q. Jines and F.X. Green, *J. Mater. Ed.* **25**, 955 (2017).
2. X.Y. Zip, *Habits of Schroedinger's Cat*,
Chapter 4 in *Quantum Animals*, ed. Y.X. Zap, Jim Woolley Publishers, Chicago, 1938, p.131.
3. P.D.Q. Bach, *Early Musing*, Ph.D. Thesis, Department of Virtual Materials, University of Somewhere, 1925.
4. Private communication, U. Too, Dept. of Education, University of Far Side, Lunar, XY, Antarctica.
5. <http://www.goodgraph.com>

SUBMISSION

Submission of a manuscript for publication in JME constitutes a statement by the authors that the article is original, and is not currently submitted for publication elsewhere.

The name, full address, telephone number, and e-mail address of the corresponding author should be provided in a cover letter and/or on a title/cover page.

The text of your manuscript file should be prepared using Microsoft Word, and objects or graphics files should be in standard, preferably editable, formats. Electronic files may be submitted as e-mail attachments, or mailed on diskette or CD. They should be clearly labeled with all system and file information needed to facilitate handling.

To facilitate the work of both reviewers and editors, please *do not* impose the Journal's 2-column layout in your manuscript / file, *do not* use Endnotes for references, and *do not* embed Figures and Tables in the body of the text. Minimum formatting is preferred.

Figures: Black-and-white graphics must be clear (including *all* labels) after reduction to suit the format of JME. Half-tone photographs with high contrast are acceptable, and should be submitted as separate digital files. Since JME only exceptionally prints in color, authors should pay special attention to the black-and-white appearance and resolution of gray-scale images of Figures and graphs that originally contained color. Each Figure should be given a brief caption. A separate list of *Figure Captions* should be appended to the manuscript. should initially try to plan for clarity in a single column. All graphical axes must be labeled and scaled appropriately. After reduction, *all* labels must be at least 2 mm tall.

Tables: should be numbered sequentially, and each Table given a brief caption or title.

Equations: Each equation should be numbered at the right hand margin, and cited in text as Eq. 1, etc.

$$z = \exp(x/y) + 0.47c \quad (1)$$