The *Journal of Developmental Education* (JDE) is published as a forum for the scholarly exchange of information and ideas related to the practice, theory, research, and news of the postsecondary developmental and remedial education community. The Journal’s content focuses on basic skills education, developmental education issues and activities, learning support systems, and counseling as they relate to at-risk college students. Editorial priority is placed on manuscripts that relate the practical significance of theory/research to teaching, learning, and student development, making connections between research and practice and discussing classroom and program implications.

**Writing the Article.** Manuscripts should be presented in clear, concise prose, documenting assertions and giving proper credit to other authors. The *Publication Manual of the American Psychological Association* (APA), Sixth Edition, should be followed for reference style and all other rules of organization, punctuation, and editorial style. Pay particular attention to text citations and reference list entries, making sure all text citations match a reference list entry and vice versa; manuscripts that fail to conform will be returned.

Manuscripts should include an appropriate theoretical base and supporting literature search; these will serve as a framework by which to establish the importance of your thesis. If the manuscript is based on a primary research study, the methodology should be described briefly and succinctly. Although it is important for readers to be able to use an article as a model, the main emphasis and majority of the text should be used to establish an understanding of the issue under consideration and to discuss the implications of findings for practitioners. Include an evaluation component as appropriate.

The optimal length of a Journal manuscript is 16 to 25 pages, with manuscripts reporting original research likely to be longer. Use headings and subheadings to divide your paper into manageable sections following APA guidelines. Tables, charts, and figures should also conform to APA requirements and be presented in a high quality format. If the manuscript is accepted for publication, you will be required to submit all elements of the paper electronically using a recent version of Microsoft Word as the preferred format. An abstract of approximately 100 words is required. The manuscript should have an informative title of no more than eight words, which aids indexing (e.g., the initial word should refer to the subject of the paper).

**The Review Process.** Articles submitted to the Journal are initially examined by the in-house editorial staff. Those considered appropriate are acknowledged and submitted to a blind peer review by three or more members of the Board of Editors. The process is completed by the Editor who relies heavily on the judgement of reviewers but is not bound by it. The basic review process takes 3 to 5 months; revisions remain in the review process until a final publication decision is rendered. Readers from the Board of Editors are asked to address the following criteria in their manuscript evaluations:

- Timeliness
- Usefulness
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Author Tips

1. Selectively include only recent literature most appropriate to your topic.
2. Present “both sides” of the research, especially if the topic is controversial
3. Use tables and figures to supplement rather than duplicate information presented in the text.
4. Use transitions, including terse subheadings, to link various research concepts and ideas together, creating a smooth flow of prose and enhancing readability.
5. Additional manuscript evaluation criteria for research manuscripts includes: design, methodology, analysis, interpretation, and presentation of statistical data.

Manuscript Preparation

Do homework:
• Read publication
• Examine author’s guidelines
• Organize information

Draft manuscript:
• 1st draft—put away—edit
• Comments, suggestions from colleagues
• Statistical review

Final draft and submission:
• Incorporate suggestions
• Adhere to all style requirements
• Submit high quality originals and copies
• Include cover letter

Final Checklist

Before sending, double check your manuscript packet to be certain that:

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☐ There is a single cover sheet including (a) article title and (b) your name, title, address, institutional affiliation, telephone number, and email address.