

**A
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ADULT EDUCATION QUARTERLY

A JOURNAL OF RESEARCH & THEORY

EDITORS: Patricia Cranton, Daniele D. Flannery, Edward W. Taylor and Elizabeth J. Tisdell

EDITORIAL POLICY

AEQ Mission Statement

The *Adult Education Quarterly* (AEQ) is a scholarly refereed journal committed to advancing the understanding and practice of adult and continuing education. The journal strives to be inclusive in scope, addressing topics and issues of significance to scholars and practitioners concerned with diverse aspects of adult and continuing education. *AEQ* publishes research employing a variety of methods and approaches, including (but not limited to) survey research, experimental designs, case studies, ethnographic observations and interviews, grounded theory, phenomenology, historical investigations, and narrative inquiry as well as articles that address theoretical and philosophical issues pertinent to adult and continuing education. Innovative and provocative scholarship informed by diverse orientations is encouraged, including (but not limited to) positivism, post-positivism, constructivism, critical theory, feminism, race-based/Africentric, gay/lesbian, and poststructural/postmodern theories. *AEQ* aims to stimulate a problem-oriented, critical approach to research and practice, with an increasing emphasis on inter-disciplinary and international perspectives. The audience includes researchers, students, and adult and continuing education practitioners of many orientations including teachers, trainers, facilitators, resource persons, organizational developers, community organizers, and policy designers.

General Guidelines for Contributors

The *Adult Education Quarterly* is committed to the dissemination of knowledge produced by disciplined inquiry in the field of adult and continuing education. Three criteria are used in the review and selection process. First, articles must significantly advance knowledge and practice. Second, all material must be accurate and technically correct. Finally, articles must be well crafted and well written. To facilitate the preparation and submission of manuscripts, we offer the following information, guidelines, and procedures.

General Information

Journal Address:

Penn State University
School of Behavioral Sciences and Education
Adult Education Program
351 Olmsted Building
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Middletown, PA 17057
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Scope:

AEQ is a blind-review scholarly journal committed to the dissemination of research and theory that advances the understanding and practice of adult and continuing education.

Types of Articles Published:

- Research approaches including (but not limited to): survey research, experimental designs, case studies, ethnographic observations and interviews, grounded theory, phenomenology, historical investigations, and narrative inquiry.
- Inquiry orientations including (but not limited to): positivism, postpositivism, constructivism, critical theory, feminism, race-based/Africentric, gay/lesbian, and poststructural/postmodern theories
- Theory building and philosophical analysis
- Critical integrative reviews of adult and continuing education literature
- Forum includes shorter position papers related to the field or reasoned critiques of articles previously printed in *AEQ*
- Essay reviews commissioned by the editors
- Book reviews (contact the book review editor; see the book review section)
- "To the Editor" comments and contributions

Editorial style:

Publication Manual of the American Psychological Association (fifth edition).

Publisher

SAGE Publisher <http://aeq.sagepub.com/>

Preparation for Submission

Prospective authors might consider the following strategies in preparing manuscripts for *AEQ*:

- Study the Editorial Policy and its sections on guidelines to ensure that your manuscript falls within the scope of the journal and meets the stylistic requirements.
- Consider the "Review Criteria" (see that section of the Editorial Policy) in developing and crafting your manuscript.
- Study back issues of *AEQ* and its predecessor, *Adult Education*, focusing especially on articles of purpose and form similar to your manuscript.
- Ask at least two colleagues who are insightful and constructive in their appraisals to critically review the manuscript before submitting it to *AEQ*.

Technical and Stylistic Requirements

For the editorial process to begin, all submissions must meet the following requirements:

Typed copy:

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Submit typed, **double-spaced** copy with numbered pages, using one inch margins on all sides.

Article Length:

Articles generally should not exceed 7500 words, including charts, tables, references, and endnotes.

Title Page:

On the title page, indicate the following: title of paper; full name(s) of author(s), author titles and institutional affiliations, postal addresses, phone numbers, fax numbers, and email addresses; brief acknowledgement of the contribution of colleagues or students, if warranted; statement of place and date of previous oral presentation, if any; and date of submission. Please indicate the corresponding author.

Abstract:

In 150 words or less, summarize the purpose, approach, and conclusions of the paper in an abstract immediately following the title page. Include only the title of the paper on this and subsequent pages.

Text:

Repeat a shortened version of the title of the manuscript (a running head) on the top of each page of the text. The name of the author(s) must not appear on any page, other than through standard reference usage.

Stylistic Requirements:

Manuscripts submitted to *AEQ* must be grammatically correct and stylistically consistent. *AEQ* uses the *Publication Manual* of the American Psychological Association, fifth edition. Consult this publication for rules governing references and citations as well as other elements of grammar and style.

Warrant Statement:

Any submission must include a typed, dated, and signed warrant statement assigning first publication rights to AAACE effective if and when it is accepted for publication by the editors. Manuscripts cannot be processed for publication until the editors of *AEQ* have received this signed statement, worded as follows:

I hereby confirm the assignment of first publication rights only in and to the manuscript named above in all forms and media to AAACE effective if and when it is accepted for publication by the *AEQ* editorial board. I warrant that my manuscript is original work and has not been accepted for publication by another periodical. I further warrant that my work (including tables, figures, photographs, and other illustrative material) does not infringe on the copyright or statutory rights of others, does not contain libelous statements, and that the editorial board members, staff, and officers of AAACE are indemnified against costs, expenses, and damages arising from any breach of the foregoing in regard to the manuscript. Finally, I acknowledge that *AEQ* is relying on this statement in any publishing of this manuscript's information.

Manuscripts submitted to *AEQ* should not be under consideration for publication by any other journals, nor should they have been published previously in any form. A paper may, however, have been presented at a meeting or conference. In such cases, the author should state where and when such a paper was presented. After acceptance, a paper may not be published elsewhere without written permission from AAACE.

Letter of Transmittal:

Attach a letter addressed to the editors indicating the title of the manuscript, date of submission, and all authors with their institutional affiliations.

Submission Process:

When manuscript is ready for submission upload one copy to SAGETRACK at the website <http://mc.manuscriptcentral.com/aeq>

Editorial Procedure

AEQ editorial staff initially review all manuscript submissions for compliance with *AEQ* editorial policy. If the manuscript fails to fall within the scope and stylistic guidelines of the journal, it is returned to the authors. If a manuscript is in accord with the scope of the journal and meets submission guidelines, all references to the author

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name and institution are removed from the manuscript, and it is submitted for blind reviews to three *AEQ* consulting editors. Each consulting editor is a professional scholar judged competent to appraise such manuscripts. In compliance with advice of consulting editors, the editors make one of four decisions: *accept*; *conditional accept*, contingent upon major revisions; *revise and resubmit*; or *reject*. In the case of conditional acceptance, the editors will specify necessary revisions in writing to the author. When revisions are completed and the editors accept a manuscript, the editors will then notify and inform the author(s) about the next steps in the publication process.

Review Criteria

In seeking to advance the understanding and practice of adult and continuing education, the journal strives to be inclusive in scope and aims to stimulate a problem-oriented, critical approach to research and practice, with an increasing emphasis on inter-disciplinary and international perspectives. The following are used to review scholarly papers submitted to *AEQ*:

Importance of the Problem:

A problem or subject addressed by a manuscript should contribute to knowledge or theory pertinent to adult and continuing education. Importance is enhanced when a paper promotes understanding or improvement of practice.

Background:

Through the abstract and a brief introduction, readers should be provided with sufficient background information/literature to understand the problem being addressed.

Problem/Purpose:

The purpose of the paper should be clearly and unambiguously stated. This typically requires a clearly described research problem.

Literature Review:

Research and scholarship should be linked to relevant empirical and theoretical literature. The applicability of the research and the quality of the discussion are more important than the length of the literature review.

Methodology:

The approach and procedures must be appropriate for addressing the stated research problem(s) and purpose(s).

Findings:

Findings must be presented and documented to show clear relationships to the purpose(s) and research question(s). Evidence needed to support conclusions must be clearly identified and amply arrayed, including (but not limited to) the presentation of statistics, charts, and graphs; use of quotations; observational data; references; and citations.

Conclusions:

Conclusions and logical inferences should be pertinent, clearly drawn, and convincingly supported by evidence.

Readability:

All manuscripts must be well-organized, well-written, and readable.

How to get help with the quality of English in your submission

Authors who want to refine the use of English in their manuscripts might consider utilizing the services of SPi, a non-affiliated company that offers Professional Editing Services to authors of journal articles in the areas of science, technology, medicine or the social sciences. SPi specializes in editing and correcting English-language manuscripts written by authors with a primary language other than English. Visit <http://www.prof-editing.com> for more information about SPi's Professional Editing Services, pricing, and turn-around times, or to obtain a free quote or to submit a manuscript for language polishing.

Book Reviews

The book review editors solicit, edit, and manage the book review process. Suggestions for books to be reviewed or nominations to review books should be submitted to:

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