

Guide for Authors

Please prepare your paper based on these templates

To submit a manuscript, first make sure you have a Word File from which the title page and all author-identifying references have been removed. Acknowledgements of others' help in preparing the paper for submission should be send by separate Word File. In order to facilitate processing of submissions, please make sure that:

- There is nothing in your file that identifies the authors.
- Your entire submission (including references) is double-spaced in 12-inch or larger font with margins of one inch or more.
- Your submission contains few and only necessary footnotes or endnotes.
- Constructs and variables are identified in words, not abbreviations.

Content and length of manuscripts

1. The Editor welcomes original articles which fall within the aims and scope of the Journal, and which are as concise as the subject matter and research method permit.
2. The manuscripts language should be English and where possible the text should be restricted to around 6000 to 8000 words.
3. The first page of the text should begin with the title only, without the author's name, and an abstract of no more than 250 words. Plus a list of at most five key words, suitable for indexing and abstracting services. This abstract should summarize the whole paper and not the conclusions alone.
4. Manuscripts should be typed double-spaced.
5. Submission of a paper or research note implies that it contains original work which has not been published previously, and that is not under consideration for publication elsewhere.
6. Copyright in all accepted contributions to the Journal will be vested in the CESIR.

Mode of submission

7. All manuscripts should be submitted electronically via the IJCE online electronic website.

Preparation of manuscripts

8. A cover page should give the title of the manuscript, the author's name, position and institutional affiliation, together with an address for correspondence; in the case of co-authors, names and affiliations and addresses should be clearly indicated. Correspondence will be sent to the first-named author unless otherwise specified. In order to enable the publisher to do everything to ensure prompt publication, the full postal and email addresses should be given for the author who will check the proofs, along with the telephone, telex and telefax numbers where possible. Any desired acknowledgements should also be placed on the cover page.

To assure anonymous review, authors should not identify themselves, directly or indirectly, in the text following the cover page.

9. Figures, tables and footnotes should be placed within the text and should be reasonably interpretable without reference to the text. Footnotes should be avoided if possible; where they are used they should be numbered consecutively with superscript English numerals.

10. With regard to manuscripts which refer to questionnaires or other research instruments which are not fully reproduced in the text, the author may also submit a copy of the complete research instrument. Where research instruments are not fully reproduced, a note must be inserted on the cover page indicating the address from which the complete instrument is available.

11. Literature citations should be made in a uniform style in text and footnotes, and follow the APA System with (Name, Date) in the text and an alphabetical list of references at the end of the manuscript.

12. Please include a short author biography of 50-75 words to accompany the article.

The Financial Requirements for Publication in IJCE

According to the decision made by the General Assembly of Comparative Education Society of Iran (CESIR), manuscripts submitted to IJCE for review and possible publication will be processed only when the following conditions are met:

1. International contributors submitting to IJCE will not be charged for the review process or for publication.
2. For Iranian contributors, upon submission and after screening by IJCE editors,

100,000 Tomans should be deposited in the account number 333063352 or Card no. 5859837000085239 at Tajarat Bank.

3. After final acceptance issued by the journal, 300,000 Tomans should be wired into the above bank account for publication as well.

Please make sure that a copy of your payment receipt is attached to your submission as an image file (upload it on to the journal site). It should be noted that all deposits are non-refundable.

Further Information

13. It is the author's responsibility to obtain and supply with the manuscript permission to quote material from copyrighted sources.

14. No manuscript or figures will be returned unless a request for return is made when the manuscript is submitted.

Referencing style

Authors need to follow the exact style of the APA in their referencing list and in-text citations (references). Samples are:

Reference List - APA Style [Times New Roman; 10 point; 1.41 cm indentation starting from the second line]

[Journal article]

Bacon, S. M., & Finnemann, M. D. (1990). A study of the attitude, motives, and strategies of university foreign language students and their disposition to authentic oral and written input. *The Modern Language Journal*, 74, 459-473.

[Journal article with volume number]

Lee, M-B. (2002). A closer look at language learning strategies and EFL performance. *Foreign Languages Education*, 10 (1), 115-132.

[Edited book]

Jeremage, S. (Ed.). (1980). *Bilingual education: Teaching English as a second language*. Cambridge: Cambridge University Press.

[Paper in conference proceedings]

Saeki, T. (2001). A study on English learning motivation between Japanese and Korean college students. *Proceedings of the PAAL*. Tokyo, 6, 361-365.

[Poster presented at a conference]

Ruby, J. & Fulton, C. (1993, June). *Beyond redlining: Editing software that works*. Poster session presented at the annual meeting of the Society for Scholarly Publishing, Washington, DC.

[Unpublished conference proceedings paper]

Lanktree, c., & Briere, J. (1991, January). *Early data on the trauma symptom checklist for children (TSC-C)*. Paper presented at the meeting of American Professional Society on the Abuse of Children, San Diego, CA.

[Unpublished master's theses]

Almeida, D. M. (1990). *Fathers' participation in family work: Consequences for fathers' stress and rather-child relations*. Unpublished master's thesis, University of Victoria, Victoria, British Columbia, Canada.

[Unpublished doctoral dissertation]

Zimmerman, C. B. (1994). *Self-selected reading and interactive vocabulary instruction: knowledge and perceptions of word learning among L2 learners*. Unpublished doctoral dissertation. University of Southern California, A.

[Article in periodical]

Kandel, E. R. (2000, November 10). Neuroscience: Breaking down scientific barriers to the study of brain and mind. *Science*, 290, 1113-1120.

[Unpublished manuscript]

Peterson, E. N. & Kim, S. (1995). *Coherence and academic writing: Some definitions and suggestions for teaching*. Unpublished manuscript, State University of New York at Buffalo.

[Same author, same year of publication: arranged in alphabetical order by title of publication]

Peterson, J. R. (1996a). A Study of ...

Peterson, J. R. (1996b). Investigating....

[Non-English journal article: original title and in brackets, the English translation]

Van Dijk, U. (1985). Biit ibozen van English in hot oblamden zoschrenden *Pedagogik Studem*, 28, 45-78.

[Electronic media]

Internet, follow guidelines for book or journal, cite date of publication or update or the date of retrieval.

Hilts, P. J. (1999, February 16). Inforecasting their emotions, most people flunk out. *New York Times*. Retrieved November 21, 2000, from <http://www.nytimes.com>

Borman, W. C. (1993). Role of early supervisory experience in supervisor performance. *Journal of Applied Psychology*, 78, 443-449. Retrieved October 23, 2000, from PsyArticles database.

Footnotes

.... was videotaped weekly in a fixed-point manner of observation¹.

1. The video camera was fixed in one corner of the room where the whole classroom can be framed in. another reason to adopt this way of videotaping was not to bother the children and disturb the class.

[Times New Roman; 9; line spacing: 12pt]

Reference citation in text

[Direct citation 1]

She stated, "the 'placebo effect' ... disappeared when behaviors were studied in this manner" (Miele, 1993, p.276), but she did not clarify which behaviors were studied.

[Direct citation 2] Fewer than forty words

Lee (1999) found that "The EAP writing curriculum incorporate reading and analysis of major academic journal articles in the specific field to identify macro-level organization an obligatory 'moves' in conjunction with writing practice." (p. 21).

[Direct citation 3] More than forty words

Miele (1993) found the following:

The "placebo effect," which had been verified in previous studies, disappeared when behaviors were studied in this manner. Furthermore, the behaviors were never exhibited again, even when reed rings were administered. Earlier studies were clearly premature in attributing the results to a placebo effect. (p. 276)

[margin; left 0.88cm, right 0.83cm spaces]

[Indirect citation 1]

Brown (1998) compared discourse styles....

[Indirect citation 2]

In a recent study of second language acquisition (Brown, 1998) ...

[One work by two authors]

Smith and Takamoto (1997) argued that. ...

In recent study ofSLA(Smith & Takamoto, 1997) ...

[One work by multiple authors: use et al]

First citation: Jones, Benson, and Collins (1997) found that...

In a recent study of second language acquisition (Jones, Benson, & Collins, 1997)

Subsequent citations: Jones et al. (1997) further argued that. ...

In a recent study of second language acquisition (Jones et al, 1997) ...

[One work by multiple authors, more than 6] First citation: Dresler et al. (1992).

Showed that...

In a recent study of second language acquisition (Dresler et al., 1992) ...

[Multiple works: arrange in alphabetical order]

Previous research (Lass, 1992; Meyer & Sage, 1978, 1980; Nichols, 1987a, 1987b; Oats et al., 1973) ...