



Editorial Guidelines for Authors

Journal for Social Science Education (JSSE)

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Dear author,

You can facilitate your and our work considerably by writing and saving your manuscript according to the criteria given below. Please take into account that the journal is published in an online version (JSSE).

1. Profile of the journal

Theory orientation

The Journal for Social sciences Education (JSSE) is a theory orientated journal in the field of didactics of social sciences and the related disciplines. The didactical theoretical discussion is in the centre of interest; it is taken for granted that the theory orientated view upon teaching-learning experiences and the discussion about empirical research methods are included.

Interdisciplinary Approach

The JSSE promotes the dialogue among didactics of social sciences and between them and the disciplines of the social sciences. It is committed to the ideas of didactical co-operation and interdisciplinary approach. That is the reason why the journal prefers themes which are relevant for at least two specialist didactics or disciplines.

Internationalism

The JSSE offers a panel for the didactic dialogue across national borders and puts particular stress on the European idea. That is why the journal prefers themes that are of multi- or supranational, especially European relevance and contributions that deal with didactic discourse in Europe.

Profile and originality

Articles that pick up aspects of the journal profile have especially good chances of being accepted for publication. In addition, the JSSE is particularly interested in contributions stimulating and enriching the scholarly discourse through their originality.

2. Original articles

The Journal for Social Sciences Education only publishes original articles that have not been published previously. By sending in the manuscript the author definitely declares that his or her contribution has not been published elsewhere. By submitting the manuscript the author declares that he/she accepts the publication in the JSSE.

3. Peer Review

All the manuscripts pass through a peer review (compare information "peer review" at <http://www.jsse.org/peer-review-jsse-procedure.pdf>). Especially for country reports there is a limited peer review: The author herself proposes at least three suitable reviewers, which should be very close to teacher training institutions (teacher-training college, university of education, university). The editors of the JSSE will select two of them to review the paper. Author and reviewer remain anonymous. The publishers base their decision on the manuscripts mainly on the experts' suggestions without being bound to them.

The following list is intended to help you to prepare your manuscript for publication in the JSSE. It covers details of presentation which will be checked in editing if your manuscript is accepted for publication.

Please note: You find special guidelines for book reviews at <http://www.jsse.org/book-reviews.pdf>

3.3 Tables, illustrations

- (1) Tables and illustrations are not inserted in the consecutive text but saved separately. You refer to it in the text, e.g.
Ex.: "Table 1 here"
All references to them are similar.
- (2) Tables get a heading which is on top of the table.
- (3) Enclose a print of the original figure to your manuscript and label it on the back page according to the reference system you used in the text. Thus you can be sure that the published html-file is as close to your draft as is technically possible.
- (4) We would like to get figure files (e.g. scanned pictures or graphs) as a separate file (preferred: tif files and 300 dpi resolution).

3.4 Text citation

- (1) Quotations which are longer than three lines are indented.
- (2) Quotations can either be referred to with the name of the author in the sentence
„Robert Heilbroner (1998) examined...“
or without the author's name in the sentence, e.g.
“The study (Heilbroner 1998) shows“
- (3) With page references, e.g.
... showed (Heilbroner 1998, 26)
- (4) Two authors, e.g.
... explained (Flachs, Fuchs 1992)
- (5) Separate a series of references with semicolon, e.g.
... analysed (Flachs, Fuchs 1992, 220; Schmidt et al. 1995, 14-19)
- (6) Two authors of the same name
... showed (D. Fuchs 1994; P. Fuchs 1995)
- (7) Quotations have inverted commas, e.g.
“integration“
Use apostrophes before and behind a quotation in a quotation, e.g.
“integration means ‘cooperation’ between different participants “
- (8) The source is at the end of the quotation and in front of the punctuation mark, e.g.
„... was settled“ (Mul 1999, 25).
- (9) Indirect quotations, e.g. quotations taken from quotations are referred to as in the following example,
“... integration” (Heilbroner 1998: 2, cit. Mul 1999, 11).
- (10) Omissions in a quotation are in brackets and use blank space, e.g.
“integration (...) cooperation“
Exception: colon and full stop, e.g.
(...).
- (11) Page numbers which are in the bibliography or following a quotation always have a blank space between page and number, e.g.
pp 155

3.5 Links

We strongly recommend to insert links to the homepages of organisations, persons and publishers mentioned in your paper, whether in the text or in the endnotes or in the list of references.

If you want to put links to other internet websites in the text, in the references or in the bibliography, please insert the complete URL immediately behind the passage to which it refers and mark it as the following example shows:

XXXXX <http://www.your-link.de/info.htm> XXXXX

4 Footnotes

Please do not use footnotes but endnotes and these very sparsely and exclusively for textual explanations, not for references or further bibliographical notes (cf. 5).

5 Bibliography (at the end of the text)

- (1) Literary references are marked in the text with name, year and page. E.g. "Quotation" (Habermas 1982, 210) or (cf Habermas 1972, 87).
The information about the publishing house is required. If the publisher is mentioned, this must be done for all the literary references. The information about the publishing house can also be generally omitted.
Articles: Exact page references are necessary (beginning and end of the article).
- (2) Normal formatting (no indentation, no numbering, etc.)
- (3) All references end with a full stop. There are never two following full stops.
- (4) List references in alphabetical order by author's last names. Include the first names of the authors.
- (5) For two or more articles by the same author list them in order of the year of publication (the oldest first).
- (6) To list two or more works by the same author from the same year, distinguish them by adding letters (2000a), (2000b) etc.
- (7) To list references which titles are not in English, nor in German nor in French, you have to translate the title of the article. The translation is put in square brackets. If it is an article taken from a periodical the title of it has to be translated, too, e.g.
Roldão, Maria do Céu. 1999. Cidadania e currículo. [Citizenship and Curriculum]. In: Inovação [Innovation] Vol. 12 (1), 9-26.

Examples

- (1) **Books**
Hodkinson, Steve; Jephcote, Martin. 1996. Teaching Economics and Business. London: Heinemann.
- (2) **Articles in books**
Wexler, Peter. 1995. Epilogue: From the inside out. In: Smith, Richard; Wexler, Peter, eds. After Postmodernism: Education, Politics and Identity. London, 241-245.
- (3) **Periodicals**
Ashworth, John; Franks, Lynne (2000) Economists are Grading Students Away from the Subject. In: Educational Studies, Vol. 26, No. 4, 475-487.
- (4) **Electronic articles taken from the www**
Trinczek, Rainer. 2002. Globalisierung – in soziologischer Perspektive. In: Onlinejournal für Sozialwissenschaften und ihre Didaktik, Jg. 3 (2). (http://www.sowi-onlinejournal.de/2002_1/soziologie_trinczek.htm) published 31.07.2002.

6 Keywords

Please list keywords and expressions which are characteristic of your contribution at the end of the text (nominative, singular, separated by commas).

7 Biography and photo

The following information is necessary: surname, first name, title, academic degree, occupation, institution (in all 5-10 lines). Please add a high-contrast photograph of the author.

8 Saving Data

Please observe the following instruction for the storage of texts and figures, so that your manuscripts can be taken without any mistakes or queries.

- (1) Store your manuscripts on the soft disc once in your programme's format, please (preferably as doc-file or wpd-file) and once under the same name in rich-text-format (rtf). Try to name the file after the scheme "author_keyword".
- (2) Please send us your manuscript either as an attachment of an e-mail to info@jsse.org or on a usual 3.5 inch soft disc (1.44 MB). In addition, add two print-outs (cf. 11).

- (3) Label your soft disc with your name and the title of your contribution, the file name and the applied text processing programme and the operating system (e.g.: WinWord 6.0, Win98).

9 Anonymous manuscript (print out)

To protect anonymity please hand in the original version (name of file "author_keyword") and an anonymous file (name of file "author_keyword_ano"). In this file and in the manuscript only the title should be written (printed out). Bibliography, formulations and notes must not contain any information identifying the author. The omitted information has to be handed in separately.

10 Print-outs

The submission of two paginated print-outs of your text with all the figures and tables is absolutely necessary, one of them as an anonymous version. It serves as a guarantee of quality for the production of the journal and accelerates the review process.

Please note: In case of differences between the file and the print-out the print-out is always taken.

11 Copyright and reprint

By accepting the manuscript for publication the JSSE and the publisher sowi-online e. V. acquire the exclusive copyright for a period of one year. At the same time JSSE and sowi-online e. V. acquire an unlimited right for reprints, special editions and copies, also of abstracts.

By accepting the manuscript the authors and the JSSE and sowi-online e. V. agree to the standard contract "Declaration for the granting of rights of use of journal contributions" according to the "contract standards for scholarly publications" recommended by the Börsenverein des Deutschen Buchhandels and the Deutscher Hochschulverband in the appropriate last version (at present version 2000).

One year after publication in the JSSE authors have the right to permit a reprint of their contribution somewhere else without approval from the JSSE and sowi-online e. V. The complete references of the first publication including URL must be stated in the reprint, the JSSE publisher have to be informed about the reprint.

12 Checklist for the manuscript submission

1. Abstract (English and German or French)
2. Manuscript made anonymous
- 3a One print-out of the text (including illustrations, tables)
- 3b One anonymous print-out of the text (including illustrations, tables)
4. Text saved in the format of the text processing
5. Texts saved as doc-file and in rich-text format
6. Illustrations and files saved as separate files
7. Drafts of illustrations enclosed
8. Short biography of the author
9. Photo

13 Address of the publishing staff

Universität Bielefeld, Prof. Dr. Reinhold Hedtke, Journal of Social Science Education, Postfach 100 131, 33501 Bielefeld, Germany.

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We are at your disposal for further questions.

Thank you very much for your support!

Journal for Social Science Education (JSSE) - The editors