**Voices from the Field – Collaborative Innovations in Early Childhood**

**Educator Preparation**

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*Editors*

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*Publisher*

Book Chapter Guidelines for Authors

Only commit to the project if you can guarantee that you can complete your chapter by May 31, 2016.

Chapter word length: **2,400 to** **4,800 words** (not including tables, figures, reference list).

Format: APA manuscript style (6th ed.)

Adhere to the following outline for your chapter:

1. **Overview of the topic domain, e.g., “*Partnership to Improve Early Math Learning*” – 300 - 600 words ( 1-2 double-spaced pages)**
   1. Provide a brief description of the topic that is the focus of your early childhood education innovation grant.
   2. What is the context for this topic? Who is this topic relevant for?
2. **Background and significance of topic– 600 – 1,800 words (2 - 6 double-spaced pages)**
   1. What research literature and practical considerations motivated the topic? (Include primary research citations in APA style)
   2. What is the significance of this work to both early childhood preparation programs and to the research literature?
   3. Is this a new strategy statewide? What is novel about your approach?
3. **Detailed description of how this practice is designed and implemented in your project – 1,200 - 1,800 words (4 - 6 double-spaced pages)**
   1. Detail the implementation process for this practice.
   2. Describe the 2-year and 4-year roles in the process. What articulation agreements, MOUs or other administrative actions needed to occur.
   3. What have been the successes, both expected and unexpected of this practice implementation?
   4. What modifications would you recommend in the future for others looking to replicate your work?
   5. Are there specific contexts in which this practice would work better than others?
4. **Recommendations and conclusions – 300 – 600 words (1 - 2 double-spaced pages)**
   1. Based upon your project, what can you conclude regarding the topic?
   2. To what extent will your project generalize to other educational institutions and 2-year and 4-year partnerships?
   3. What are the constraints under which this implementation should occur?
   4. Are there any recommendations for current or future practice or for future research based on your project?
5. **References -- Limit (2 double-spaced pages)**
6. **Tables/figures – Limit: 2 tables or figures (2 double-spaced pages)**

**TOTAL MAXIMUM MANUSCRIPT PAGE LENGTH = 20 PAGES!**

We recognize that some authors will vary from this basic outline to best describe their instructional topic and methods. But, we do stress the necessity of adhering to the length restriction for all submitted chapters. Chapters that are too long will be mercilessly cut down to size by the editors. Chapters need to be submitted by the **deadline of May 31, 2016** for inclusion in the book. **This is a hard deadline!**

Upon receipt of your chapter, a copy editor will read the chapters and make suggestions for revision regarding manuscript length, clarity and coherence (readability), and relevance. You will be given instructions for revision and acceptance of your chapter for inclusion in the book is dependent of your completion of the revisions within the stated timeframe.

Editors’ and reviewer comments will be sent to you within **30 days** of receipt of your chapter manuscript. You will have an **additional 30 days** to make any revisions. The copy editor may make some final revisions after the 2nd draft is turned in.

It is likely that we will use **Dropbox** or a similar cloud-based, password protected, data storage system for the chapter manuscripts. This will allow you to access your chapter and also read other chapter contributions (to ensure that there is not significant content overlap across chapters). More information on this will be forthcoming.

The book should be in print by the end of 2016.

Thank you again for agreeing to participate in this collaborative effort to share what you have learned through your partnerships to improve early childhood education. We look forward to working with you!

Stephanie Bernoteit and the IERC