TRANSFORMATIONS: The Journal of Inclusive Scholarship and Pedagogy

The editors seek articles (6,000-10,000 words); methods and texts essays (3,000 to 5,000 words); photo-essays, and contributions to our new “Teaching Failures” section (2,500-5,000) on a rolling basis. Submissions should explore strategies for teaching in the classroom and in non-traditional spaces. We welcome jargon-free essays from all disciplinary and interdisciplinary perspectives.

**Articles:**

Articles should explore teaching in ways that emphasize students’ perspectives and classroom dynamics. Authors should engage relevant scholarly sources and theories.

**Methods and Texts:**

Methods and texts essays should analyze specific teaching strategies, tools, and/or resources.

**Photo-Essays:**

Photo-essays should include no more than 12 images (500 ppi, jpg or .tiff files). An interpretative statement that provides context for the images (300-500 words) and captions of 50 words or less should also be included. Note that images can be reproduced in black-and-white only. Photo reproduction rights should be secured prior to submission.

**Teaching Failures:**

Teaching Failures essays should focus on a particularly challenging classroom experience, a struggle with a specific teaching resource, or failure/success as related to pedagogical practice. More broadly, authors might explore the ways in which educational institutions and institutional structures define and engage failure and/or success (for example, academic silos, issues relating to academic freedom, work cultures, governance, etc.)

Transformations is a peer-reviewed semi-annual journal published by Penn State University Press which invites college teachers to take pedagogy seriously as a topic of scholarly articles.

Send queries to Jacqueline Ellis and Jason Martinek, Co-Editors at transformations@njcu.edu

**Manuscript Preparation:**

All manuscripts are to be prepared in MLA style with parenthetical citations and a Works Cited page using the 7th Edition of the MLA Handbook.

Manuscripts are to be created and uploaded as Microsoft Word Documents.

The font should be Times New Roman, size 12; the document should be double-spaced with one-inch margins around each page.
Any references that might identify the author to the reviewer must be removed.

Please include a 250-word abstract.

Please include an author biography of 150 words or less.

If a submission includes specific references to student work or quotations, the author must provide written permission from the student(s) to use said information prior to publication.

For those submissions which include visual components (i.e. photos, illustrations, etc.):

- Provide picture files in either JPG or TIFF. Resolution should be at least 500 pixels per inch (ppi) at the size to be reproduced.
- These images should be uploaded as separate items on the “Attach Files” page on www.editorialmanager.com/transfromations/ with the contact information of the creator of the images, in the event a second image is needed.
- Images should not be resized or resolution reduced.

**Format:**

Author name and title of essay must be in capital letters for final submissions.

Do not indent at the beginning of the first paragraph of the essay or the first paragraph of new sections.

Leave a one-line space before the beginning of a section. Do not leave a line space after the subheading of any new section.

Use title case, bold, and italics for subheadings.

Use numbered footnotes if necessary, not endnotes. Keep footnotes as brief as possible. They run in the margin alongside text, and long ones can be hard to follow.

Single space footnotes.

Include full bibliographical information in MLA style.

List any other sources in the Works Cited page.

Reviewers should list works under review at the beginning of the review essay.

Acknowledgements, in italics, should be placed before Works Cited.
Sample MLA Citations:

Citing a book:


Citing a journal article:


Citing multiple works by the same author:


Citing a webpage:


Style:

Abbreviations:

- Use initials without periods for abbreviations when used as adjectives (i.e. US foreign policy, UK culture, UN declarations).
- Use complete words, not abbreviations, for “okay” and “versus.”

Capitalization:

- Use upper case for essay title and the author’s name.
- Capitalize initials of subheadings.
- Do not capitalize the first letter after a colon unless necessary (i.e. proper noun). Use lower case for “internet” and “website.”
- Capitalize words for regions when used as nouns (i.e. Middle East).
- Use lower case for “black” and “white” (i.e. black woman, white woman), unless a rationale for capitalizing one or both terms is included in the essay.
Use lower case for academic disciplines, but not when referring to an academic department (i.e. women’s studies, Department of Mathematics).

**Punctuation:**

- In parenthetical citations, do not place a comma between author name and page number.
- Do not insert a space before or after a dash (i.e. when—in 1763—they invaded).
- Use a comma between all items in series of three or more (i.e. salad, meat, and potatoes).
- Periods and commas go inside quotation marks; semi-colons and colons go outside. Question marks and exclamation points go inside quotation marks unless they apply to the sentence as a whole.
- Use quotation marks around titles of courses (i.e. “Introduction to Physics”).

**Other:**

- In both the essay and Works Cited, italicize titles of books, journals, films, etc.; do not underline them. Use quotation marks for shorter works such as television shows, poems, and articles.
- Do not use complete website addresses for in-text citations. Use a signal phrase or a short form of the title in parentheses after the quotation. Use complete web address in the Works Cited page.
- Write “website” as one word.
- Use “dialogue” instead of “dialog” and “catalogue” instead of “catalog.”
- Spell out numbers that only need one or two words (i.e. fourteen, fifty-six, twentieth century); use numerals for numbers that need more than two words (i.e. 367).
- Use only one space after all punctuation marks, not two.
- Submit your manuscript as a Word document on the submission site www.editorialmanager.com/transformations.