TeachingWorks Working Papers
Submissions Guidelines

TeachingWorks working papers are polished but unpublished manuscripts that focus on the professional training of teachers. They involve analysis of data or literature and reflect "good thinking" – clear, systematic interrogation of issues critical in the field of teacher training.

All TeachingWorks working papers are subject to a blind review process that focuses on the relevance of the proposed work to pressing problems in teacher education, the transparency and relevance of the methods to the questions asked, as well as the quality of the writing. All submissions should be original.

All submissions should be electronic, and should follow the submissions guidelines delineated here.

Authors should submit manuscripts electronically to workingpapers@umich.edu. All TeachingWorks Working Papers submissions are blind reviewed; therefore submissions should exclude authors' names and institutions. Please send one document that has been "blinded," and then send a separate document with your name, affiliation, title of submission, and author(s) bio.

Criteria for review include:
- Relevance of the proposed work to pressing problems in teacher education, and clarity about the significance of the problem on which the paper focuses
- Transparency and relevance of the methods to the questions asked (Are the research methods appropriate to answer the question or questions that are posed? Does the paper contain a clear explication of the methods that were used? Are the methods justified?)
- Quality of writing (Is the paper meticulous with respect to grammar, mechanics, and usage? Is the paper clearly organized and well structured?)
- Originality (Does the paper report on original research? Does the paper represent either a new area of research or a clear contribution to an existing line of inquiry?)
- Results (Is the claim clear and is its significance explained? Are the results and conclusions warranted?)

Style
All submissions to the Working Papers repository should conform to the guidelines in the *Publication Manual of the American Psychological Association* (6th edition, 2009), including citation style, figures and tables, and heading styles. In addition:
- Submissions should be single-spaced and left justified
- Paragraphs should be indented
- Section breaks should be double-spaced
- Section titles should be centered and bold, with all words capitalized
- Sub-section titles should be left-justified and bold, and should utilize sentence capitalization

Length
Submissions should be no longer than 10,000 words, including tables, figures, and citations.

Abstract
All submissions should include an abstract of no more than 150 words.