

Contributor Guidelines

Contributions are welcomed from all areas of scholarship relevant to student success. Manuscripts are expected to be original works able to withstand intensive peer review. Topics may address any area of educational scholarship, including humanities, science, social sciences, fine arts, politics, curriculum, assessment, pedagogy, as well as institutional policy, historical perspectives, and professional themes. While the journal primarily serves Bermudian interests, any manuscript submitted for publication may be international in scope and should have scholarly significance for research, policy, and practice.

Authors, rather than the editor or Bermuda College, bear responsibility for accuracy and opinions set forth in articles published in *Voices in Education*.

The guidelines listed below will assist contributors as they write their articles for *Voices in Education*. Guidelines and timelines must be observed.

- **Format of manuscripts.** Use 6th Edition, APA Style, Font Size 12, Times New Roman. Articles should be double-spaced and no longer than 3,000 words. Articles longer than 3,000 words will not be accepted. Submissions must only be sent in a Word document as an attachment via email to bcjournal@college.bm. Submissions must be received by email on the due date at midnight Atlantic Standard Time. Late submissions will not be accepted.
- **Parts of manuscript.** All submissions must have a title page, an abstract, and complete and accurate references based on APA guidelines.
- **Abstract and key words.** The abstract should not exceed 200 words. The abstract should be followed by a short list of key words.
- **Manuscript content.** Articles are accepted for publication with the understanding that the editor and editorial board reserve the right to edit for clarity and style. Articles that are reviewed and edited may be sent back to the author for revisions.

Articles must contain relevant empirical data as necessary. Authors are responsible for the accuracy of references and reference citations. Articles without references will be rejected. Manuscripts will not be returned.

- **Illustrations and tables.** Illustrations and tables must be printed on separate sheets and numbered. All illustrations and tables must have a corresponding reference in the text.
- **Citations.** Online sources should be accompanied by the most recent access date.
- **Manuscript ethics.** Do not submit articles that have been published in, or are under consideration for publication by, another journal, or have been presented at a conference. Articles become the property of *Voices in Education*.