

Steps to Submitting an Article for the National Journal of Middle-Grades Reform

Typically, submissions fall into one of the following categories:

- Research: Quantitative, qualitative, and mixed-methods research can be submitted.
- Practitioner-Focused: Creative and practical advice/tips for current teachers and / or administrators.
- Best Practices: Unique and meaningful strategies for current teachers and / or administrators regarding classroom instruction, classroom management, questioning, and other related topics.

The length of submissions vary, however all submissions are considered. A typical submission ranges from 1,000-3,000 words. Topics and submissions should be current, totally free of all errors, and solely submitted to the National Forum to Accelerate Middle Grades Reform for consideration. The Forum does not publish work that has been previously published to other organizations. The Forum will review single authors and teams of authors. If a submission is accepted for publication, yet not published within 18 months, rights are automatically returned to the original author(s).

What rules should I follow when submitting?

- Include a title page (page one) with article title, author, position, organization, and contact email
Include an abstract with keywords (page two)
- Include an explanation as to how your submission relates to one of the four domains below (page three)
All submissions should be double-spaced in a WORD document
- All pages should be numbered
- Use 1-inch margins
- Use Times New Roman 12
- Include a reference page
- Follow APA format (6th edition)
- The Forum has no preference with footnotes and endnotes
- All authors must submit two copies of your submission. The first submission may include all names and identifying factors. The second submission should have all identifiers removed completely or replaced with pseudonyms. Submissions without both copies will not be considered
- Authors bear full responsibility for the accuracy of citations, quotations, figures, and facts

The Journal of Middle Grades Reform is clearly linked to the National Forum to Accelerate Middle Grades Reform and the Schools to Watch Initiative / Rubric (middlegradesforum.org/schools-to-watch)

The Schools To Watch Program® is a copyright protected program of the National Forum to Accelerate Middle Grades Reform. Criteria established by the National Forum is used as the basis for the Forum's Schools To Watch Program, which focuses on school improvement efforts characterized by a continuous trajectory toward success.

The rubric is divided into four domains:

Academic Excellence
Developmental Responsiveness
Social Equity
Organizational Support and Processes

(All submissions must be clearly and strongly linked to one of the four domains)

How do I submit something that I want considered for publication?

Send your manuscript, after you have checked it carefully, as an attachment to an email, to:
jdavis9@middlegradesforum.org

Do not paste your submission into the body of an email, send it via a Google Doc, or request a fax number for submission. We will verify that we have received your submission within 48 hours.

What happens after I submit something to be considered for publication?

If your submission makes it through our blind reviews and is accepted for publication, you will be made aware. You will have the opportunity to accept our offer and then complete and submit the required paperwork. If your submission is not accepted, we will also advise you. If we suggest or require edits, we will also communicate that with all authors.

Please contact Dr. James Davis at jdavis9@middlegradesforum.org if you have comments, questions, or suggestions.