

SUBMISSION GUIDELINES

All manuscripts submitted to *Research & Practice in Assessment* should be related to various higher education assessment themes, and should adopt either an assessment measurement or an assessment policy/foundations framework:

Assessment Measurement: a) instrument design, b) validity and reliability, c) advanced quantitative design, d) advanced qualitative design

Assessment Policy/Foundations: a) accreditation, b) best practices, c) social and cultural context, d) historical and philosophical context, e) political and economic context

ARTICLES

Articles for *Research & Practice in Assessment* should be research-based and include concrete examples of practice and results in higher education assessment. The readers of *Research & Practice in Assessment* are associated with myriad institutional types and have an understanding of basic student learning and assessment practices. Articles for publication will be selected based on their degree of relevance to the journal's mission, compliance with submission criteria, quality of research methods and procedures, and logic of research findings and conclusions. Approximately forty percent of submissions are accepted for publication.

REVIEWS

Reviews (book, media, or software) are significant scholarly contributions to the education literature that evaluate publications in the field. Persons submitting reviews have the responsibility to summarize authors' works in a just and accurate manner. A quality review includes both description and analysis. The description should include a summary of the main argument or purpose and overview of its content, methodology, and theoretical perspective. The analysis of the book should consider how it contrasts to other works in the field and include a discussion of its strengths, weaknesses and implications. Judgments of the work are permitted, but personal attacks or distortions are not acceptable as the purpose of the review is to foster scholarly dialogue amongst members of the assessment community. The *RPA* Editor reserves the right to edit reviews received for publication and to reject or return for revision those that do not adhere to the submission guidelines.

NOTES IN BRIEF

Notes in Brief offer practitioner related content such as commentaries, reports, or professional topics associated with higher education assessment. Submissions should be of interest to the readership of the journal and are permitted to possess an applied focus. The *RPA* Editor reserves the right to edit manuscripts received for publication and to reject or return for revision those that do not adhere to the submission guidelines.

SPECIAL FEATURES

Each issue of *Research & Practice in Assessment* highlights the work of a noted researcher or assessment professional in a manner that aims to extend the scholarly dialogue amongst members of the assessment community. Special Features are invited by the Board of Editors and often address the latest work of the author.

RUMINATE

Ruminate concludes each issue of *Research & Practice in Assessment* and aims to present matters related to educational assessment through artistic medium such as photography, poetry, art, and historiography, among others. Items are encouraged to display interpretive and symbolic properties. Contributions to Ruminate may be submitted electronically as either a Word document or jpg file.

MANUSCRIPT FORMAT

- Style: Submissions should be formatted in the 6th edition of APA. Article, Special Features, Notes In Brief, and Ruminate submissions should be emailed to: editor@rpajournal.com.
- Book Review submissions should be emailed to: bookreviews@rpajournal.com.
- Format: Manuscripts should be submitted electronically. The standard manuscript form has 1 inch margins on all sides located in 12 point New Times Roman font.
- Blind Review: Identification information should be limited to the title page. Do not include self references within the manuscript, electronic file, or references (i.e. “in press”).
- Length:
 - Articles should be 8-16 typed, double spaced pages (2,000-6,000 words)
 - Reviews should be 5-8 typed, double spaced pages (1,250 – 2,000 words).
 - Notes in Brief should be 5-8 typed, double spaced pages (1,250 – 2,000 words).
 - Special Features should be 5-12 typed, double spaced pages (2,000 – 5,000 words).
- Abstract: An abstract of 150 words or less should be included (except for reviews).
- Copyright: Manuscripts shall not have been registered for copyright or published elsewhere prior to publication in *Research & Practice in Assessment*.
- Double Submission: Manuscripts currently under review elsewhere shall not be considered for publication in *Research & Practice in Assessment*.
- Deadlines: Submission deadlines for the issues are March 1 and September 1, which are published in June and November respectively.
- Cover letter: Single page cover letter should include a basic biographical profile of the author(s), primary author contact information, and the specific categorical framework of the submission (i.e. sub-categories of assessment measurement or assessment policy/foundations).

STATEMENT OF ETHICS

Content submitted to *Research & Practice in Assessment* should be original, and should not infringe copyright or contain knowingly inaccurate statements or findings. Proper acknowledgment or citation of others’ works should be given. Research involving human subjects should be performed under the guidance and approval of an appropriate institutional ethics committee or review board. Research suspected of being carried out unethically will be rejected by the Editors.