



American Association for Agricultural Education

2024 Annual Conference

Manhattan, KS | May 20-23, 2024

Call for Research Papers

Deadline for Submission: Tuesday, January 16, 2024 (11:59 p.m., CST)

Preparing the Manuscript for Submission

Style

- Except modifications specified in this call, follow manuscript style guidelines as specified by the *Publication Manual of the American Psychological Association* (7th ed.).
- Refer to the Publication Manual (pp. 29 – 49) for manuscript elements and content.
 - Omit manuscript elements listed in sections 2.2, 2.3, 2.13, and 2.14.
 - Do not include a cover page, running heads, or appendices.
 - Turn off all hyperlinks of URL references.

Manuscript Structure and Content

- **Typeface:** Times New Roman with 12-point font size, standard character spacing
- **Line Spacing and Margins:** Single-space between all text lines of the manuscript; double-space between paragraphs, heading and text, and table and text; use uniform one-inch margins.
- **Page Limitation:** Manuscripts are limited to 12 pages, including title, abstract, tables, and figures
 - References are not included in 12 page maximum.
 - Use the “insert, page number” command of MS Word to number all manuscript pages, including the first page; center number at bottom of each page. Do not use other footers, headers, or footnotes.
- **Title:** Center and bold the title at the top of the first page; capitalize only first letters of words in the title.
- **Abstract:** Type the abstract (200 word maximum) in italics immediately after the manuscript title.
- **Suggested Sections:** Introduction/Theoretical Framework, Purpose(s)/Objective(s), Methods/Procedures, Results/Findings, Conclusions/Recommendations/Implications, References.
- **Body of the Manuscript:** Begin the body of the manuscript immediately following the abstract
 - Main headings should be bolded and centered.
 - Tables must be prepared using the “Table” function in Microsoft Word.
 - Tables and figures should be placed within the body of the manuscript as soon as feasible after their first mention in the text.
 - Effect sizes must be reported when reporting statistical significance for quantitative data analyses.
 - DOI Numbers must be included in references, if available.
- The manuscript should be prepared for masked review.
 - Information that would identify the author(s) and/or university should be omitted and replaced with [brackets].
 - Remove hidden data and personal information by inspecting documents. Refer to <http://goo.gl/j077t> for additional information.

Submission Procedures

- Submit one Microsoft Word file (.doc or .docx) to the PKP™ system at: <https://jae-online.org/index.php/jae>
- See detailed instructions on next page.
- At least one author must be a current dues-paying member of AAAE at the time of submission. Papers not meeting this requirement will not be reviewed.

Questions when submitting a manuscript: contact Courtney Meyers (courtney.meyers@ttu.edu) or Scott Burris (scott.burris@ttu.edu).

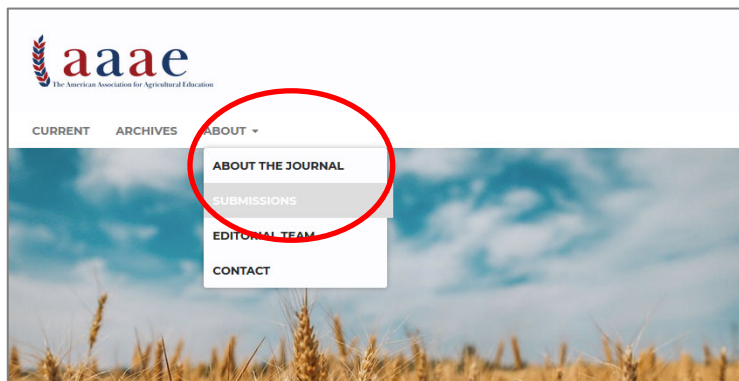
Using PKP™ to submit your research paper*

*This information is subject to change as we adopt a new paper submission platform.

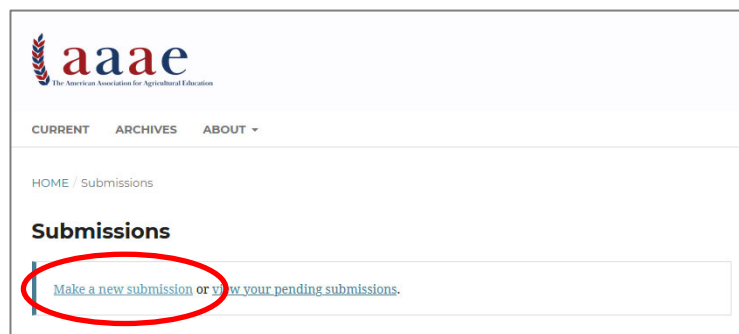
1. Go to <https://jae-online.org/index.php/jae>
2. Sign into your account. If you are not a registered PKP™ user, you must create an account first.



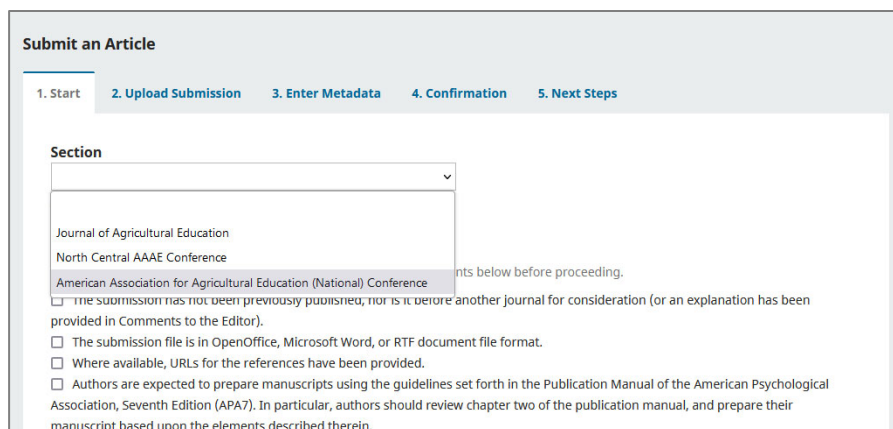
3. Scroll to **About** and select **Submissions**.



4. On the Submissions page, click on “Make a new submission.”



5. From the drop down menu, select “American Association for Agricultural Education National Conference.”
 - a. *Note: The Manuscript Submission guidelines on this page are for the journal and do not apply to the national conference submission information. Please follow the guidelines in the National Conference Call for Research Papers (e.g., line spacing, page length, etc.).*

A screenshot of the 'Submit an Article' form. The form has a progress bar at the top with five steps: 1. Start, 2. Upload Submission, 3. Enter Metadata, 4. Confirmation, and 5. Next Steps. The 'Section' dropdown menu is open, and 'American Association for Agricultural Education (National) Conference' is selected. Below the dropdown, there are several checkboxes for submission requirements, such as 'The submission file is in OpenOffice, Microsoft Word, or RTF document file format.' and 'Where available, URLs for the references have been provided.'

6. Check all the appropriate boxes, then select “Save and Continue” at the bottom of the page. Continue to work through the remaining pages to submit your manuscript.