

Information for contributors

The *Nordic Journal of Educational History* (NEdH) is an interdisciplinary international journal dedicated to scholarly excellence in the field of educational history. The journal takes special responsibility for the communication and dissemination of educational history research of particular relevance to the Nordic region (Denmark, Finland, Iceland, Norway, Sweden and political and geographic entities including the Faroe Islands, Greenland, Sápmi and Åland), but welcomes contributions exploring the history of education in all parts of the world. The publishing language is English and the Scandinavian languages. The journal applies a double blind peer review procedure and is accessible to all interested readers (NO FEES are charged for publication or subscription). The NEdH publishes articles as soon as they have been through the peer review and copy editing process, adding cumulatively to the content of an open issue each year. Special issues are normally published as the second issue of any given year.

Submission guidelines

The NEdH will consider all manuscripts on the strict condition that they have not already been published elsewhere, have only been submitted to the NEdH, and are not under consideration for publication or in print elsewhere.

- Manuscripts are submitted online. Authors must register on the website <http://ojs.ub.umu.se/index.php/njedh/user/register>.
- Manuscripts are accepted in English and in Scandinavian languages.
- In general **manuscripts should be between 35,000 and 65,000 characters** (including footnotes and spaces), with a maximum of three illustrations.
- All manuscripts should be anonymized.
- **Abstracts of 1,000 characters** (including spaces) are required for all manuscripts submitted. The abstract should not duplicate the text but include the research question or puzzle, identify the data, and give some indication of the findings. **Abstracts are always in English** and the title of articles in Scandinavian languages should be translated and inserted bold in the beginning of the abstract.
- Each manuscript should have **3 to 5 keywords**.
- Research sponsorship (e.g. by research councils, government departments and agencies, etc.) should be declared.
- The manuscript shall give an account for (1) The research problem, (2) Aim and research questions, (3) Theory, (4) Method and material, (5) Previous research, (6) Results, (7) Discussion, (8) References.
- The manuscript shall also follow the style guide of NEdH (below) and use a clear and correct language. Please, check carefully that your manuscript fulfils these requirements before submission. Also see the guidelines for reviewers (below) as help to assess your manuscript before submission.

Submission preparation checklist

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines. Please make sure that:

1. The submission has **not been previously published**, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
2. The submission file is in **OpenOffice or Microsoft Word** file format.
3. The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.

4. The text adheres to the stylistic and bibliographic requirements outlined in the **Style guide** which is found below.
5. If submitting to a peer-reviewed section of the journal, the instructions in **Ensuring a Blind Review** have been followed:
<http://ojs.ub.umu.se/index.php/njedh/help/view/editorial/topic/000044>

Copyright notice

The NJEdH is an open access journal, which means that all content is freely available without charge to the user or his/her institution. Users are allowed to read, download, copy, distribute, print, search, or link to the full texts of the articles featured in the journal without asking prior permission from the publisher or the author. This is in accordance with definition of open access as formulated by the Budapest Open Access Initiative (BOAI). All authors who publish in this journal agree to the following terms:

1. Authors retain copyright and grant the NJEdH the right of first publication. The work is licensed under Creative Commons Attribution License (<http://creativecommons.org/licenses/by/4.0/>), which allows others to share and distribute the work as long as it is attributed to the author and its initial publication in the NJEdH is acknowledged.
2. Authors are encouraged to distribute the work themselves with information on its initial publication in the NJEdH, e.g. upload it to open repositories linked to their personal website or institutional affiliation, or publish it in a book.

The NJEdH is permitted non-exclusive distribution of the work, with attribution to the author, e.g. in a print book themed anthology.

Style guide

Refer to your own text as an “article”, i.e.: “In this article I will show...”

Use **British spelling** (for example “s” instead of “z” in words like “organisation”, “internationalisation”) if you are writing in English.

Different levels of headings are indicated by varying the typeface. Use bold type for a main text heading, italic for a first-level sub-heading. Avoid second-level sub-headings. All headings should be set flush left. **Headings and sub-headings should not be numbered, nor capitalised** (i.e. Theoretical considerations, not Theoretical Considerations)

Use **double quotation** marks except for “quotes ‘within’ a quote”. Quotations longer than 40 words should not have quotation marks, instead the entire quote should be indented.

Italicise non-English words. Use a translation in the main text and only mention the non-English word once, preferably within parentheses. Example:

“The question was dealt with at the Diet of the Estates (*ståndsriksdagen*).”

In the rest of the text you refer to it as the Diet of the Estates.

Italicise titles of journals, books, and newspapers in the main text and provide a translation within parentheses (translation is not needed in footnotes). Example:

“She wrote about this in an article in *Svensk läraretidning* (The Swedish Teacher’s Magazine)”.

No footnotes attached to headings. Acknowledgements are stated under the heading “Acknowledgements” at the end of the article as the last heading in the main text (but before “References”). Descriptions of the article, for example: “This article is based on a keynote held at the Conference XYZ, in ABC,” can be added to the first page as an unnumbered footnote.

Utilise en dash (–) to indicate a closed range of values, such as years (e.g. 1950–1955; 2000–2010), dates (e.g. June 26–27), ages (e.g. ages 13–16), page numbers (e.g. 65–69; 254–68; 302–6), or relations and connections (e.g. Conservative–Liberal coalition, Danish–Swedish relations).

Utilise hyphen (-) in prefixes (e.g. de-stabilisation, post-war era, etc.).

Write out “for example” and “that is”, e.g. and i.e. are acceptable within parentheses and in footnotes.

Write out “per cent” in the main text. In tables and footnotes, % is fine.

References

(Based on Chicago Manual of Style/Humanities/15th Edition)

Capitalisation

Use capitalisation of (English) titles.

Generally, these words are capitalised in titles:

Nouns (Man, Bus, Book)

Adjectives (Angry, Lovely, Small)

Verbs (Run, Eat, Sleep)

Adverbs (Slowly, Quickly, Quietly)

Pronouns (He, She, It)

Subordinating conjunctions (As, Because, That)

Do not capitalise:

Articles: a, an, the

Coordinating conjunctions: and, but, or, for, nor, etc.

Prepositions (fewer than five letters): on, at, to, from, by, etc.

Book titles in Scandinavian languages where capitalisation is not normally utilised.

Below are some common examples of materials cited, with the most common ones first, followed by special cases. Each example is given in humanities style (a footnote [FN], and subsequent footnotes [SFN] followed by a bibliographic entry [B]).

Book

One author

FN: Wendy Doniger, *Splitting the Difference* (Chicago: University of Chicago Press, 1999), 65.

SFN: Doniger (1999), 68.

B: Doniger, Wendy. *Splitting the Difference*. Chicago: University of Chicago Press, 1999.

Two authors

FN: Guy Cowlshaw and Robin Dunbar, *Primate Conservation Biology* (Chicago: University of Chicago Press, 2000), 104–7.

SFN: Cowlshaw and Dunbar (2000), 109.

B: Cowlshaw, Guy, and Robin Dunbar. *Primate Conservation Biology*. Chicago: University of Chicago Press, 2000.

Four or more authors

FN: Edward O. Laumann et al., *The Social Organization of Sexuality: Sexual Practices in the United States* (Chicago: University of Chicago Press, 1994), 262.

SFN: Laumann et al. (1994), 262.

B: Laumann, Edward O., John H. Gagnon, Robert T. Michael, and Stuart Michaels. *The Social Organization of Sexuality: Sexual Practices in the United States*. Chicago: University of Chicago Press, 1994.

Chapter or other part of a book

FN: Andrew Wiese, “‘The House I Live In’: Race, Class, and African American Suburban Dreams in the Postwar United States,” in *The New Suburban History*, ed. Kevin M. Kruse and Thomas J. Sugrue (Chicago: University of Chicago Press, 2006), 101–2.

SFN: Wiese (2006), 104.

B: Wiese, Andrew. “‘The House I Live In’: Race, Class, and African American Suburban Dreams in the Postwar United States.” In *The New Suburban History*, edited by Kevin M. Kruse and Thomas J. Sugrue, 99–119. Chicago: University of Chicago Press, 2006.

Journal article

One author

FN: John Maynard Smith, “The Origin of Altruism,” *Nature* 393, no. 2 (1998), 639.

SFN: Smith (1998), 640.

B: Smith, John Maynard. “The Origin of Altruism.” *Nature* 393, no. 2 (1998), 639–40.

Archives

Full identification of most unpublished material usually requires giving the title, type and date of the item (and author, where applicable), series title and number (if applicable), name of the collection, and name of the depository, in that order.

FN: Name/title of document, type of document (and author where applicable), Date, Volume and series title, Archive (abbreviation for future footnotes), Archival institution (abbreviation for future footnotes), page.

For example:

Letter from James Oglethorpe to the Trustees, January 13 1733, 14200:13, Phillipps Collection (PC), University of Georgia Library (UGL), 2.

For the next entry citing documents in the same collection, use abbreviations:

Letter from Alvin Swanson to James Oglethorpe, January 27 1733, 13200:13, PC, UGL, 3.

In the bibliography the entire collection is listed if there is more than one item from a collection cited or referenced:

B: Phillipps Collection (PC), Egmont Manuscripts, University of Georgia Library (UGL)

If only one item is cited, that document is referenced in the bibliography:

B: Oglethorpe, James, letter to the Trustees, January 13 1733, 14200:13, Egmont Manuscripts, Phillipps Collection (PC), University of Georgia Library (UGL)

Books (special cases)

Editor, translator, or compiler instead of author

FN: Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92.

SFN: Lattimore (1951), 94.

B: Lattimore, Richmond, trans. *The Iliad of Homer*. Chicago: University of Chicago Press, 1951.

Editor, translator, or compiler in addition to author

FN: Yves Bonnefoy, *New and Selected Poems*, ed. John Naughton and Anthony Rudolf (Chicago: University of Chicago Press, 1995), 22.

SFN: Bonnefoy (1995), 24.

B: Bonnefoy, Yves. *New and Selected Poems*, edited by John Naughton and Anthony Rudolf. Chicago: University of Chicago Press, 1995.

Chapter of an edited volume originally published elsewhere (as in primary sources)

FN: Quintus Tullius Cicero. “Handbook on Canvassing for the Consulship,” in *Rome: Late Republic and Principate*, ed. Walter Emil Kaegi Jr. and Peter White, vol. 2 of *University of Chicago Readings in Western Civilization*, ed. John Boyer and Julius Kirshner (Chicago: University of Chicago Press, 1986), 35.

SFN: Cicero (1986), 36.

B: Cicero, Quintus Tullius. “Handbook on Canvassing for the Consulship.” In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of *University of Chicago Readings in Western Civilization*, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of Chicago Press, 1986. Originally published in Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908).

Preface, foreword, introduction, or similar part of a book

FN: James Rieger, introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley (Chicago: University of Chicago Press, 1982), xx–xxi.

SFN: Rieger (1982), ix.

B: Rieger, James. Introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press, 1982.

Book published electronically

If a book is available in more than one format, you should cite the version you consulted. Include access date parenthetically at the end of the citation, as in the first example below.

FN: Philip B. Kurland and Ralph Lerner, eds., *The Founders’ Constitution* (Chicago: University of Chicago Press, 1987), <http://press-pubs.uchicago.edu/founders/> (accessed June 27, 2006).

SFN: Kurland and Ralph eds. (1987).

B: Kurland, Philip B., and Ralph Lerner, eds. *The Founders' Constitution*. Chicago: University of Chicago Press, 1987. <http://press-pubs.uchicago.edu/founders/>. Also available in print form and as a CD-ROM.

Unpublished thesis or dissertation

FN: Magnus Amundin, "Click Repetition Rate Patterns in Communicative Sounds from the Harbour Porpoise, *Phocoena phocoena*" (PhD diss., Stockholm University, 1991), 22–29, 35.

SFN: Amundin (1991), 68.

B: Amundin, Magnus "Click Repetition Rate Patterns in Communicative Sounds from the Harbour Porpoise, *Phocoena phocoena*." PhD diss., Stockholm University, 1991.

*Please note that **published** dissertations are cited in the same way as other books.*

Popular magazine article

FN: Steve Martin, "Sports-Interview Shocker," *New Yorker*, May, 2002, 84.

SFN: Martin (2002), 85.

B: Martin, Steve. "Sports-Interview Shocker." *New Yorker*, May, 2002.

If the author is unknown the magazine is listed first in the bibliography entry:

FN: "London by the book," *New Yorker*, September, 2009, 43.

SFN: *New Yorker* (2009), 44.

B: *New Yorker* (2009). "London by the book."

Newspaper article

FN: William S. Niederkorn, "A Scholar Recants on His 'Shakespeare' Discovery," *New York Times*, June 20, 2002, Arts section, Midwest edition.

SFN: Niederkorn (2002).

B: Niederkorn, William S. "A Scholar Recants on His 'Shakespeare' Discovery." *New York Times*, June 20, 2002, Arts section, Midwest edition.

Book review

FN: James Gorman, "Endangered Species," review of *The Last American Man*, by Elizabeth Gilbert, *New York Times Book Review*, June 2, 2002, 16.

FN: Gorman (2002), 17.

B: Gorman, James. "Endangered Species." Review of *The Last American Man*, by Elizabeth Gilbert. *New York Times Book Review*, June 2, 2002.

Paper presented at a meeting or conference

FN: Brian Doyle, "Howling Like Dogs: Metaphorical Language in Psalm 59" (paper presented at the annual international meeting for the Society of Biblical Literature, Berlin, Germany, June 19–22, 2002).

SFN: Doyle (2002).

B: Doyle, Brian. "Howling Like Dogs: Metaphorical Language in Psalm 59." Paper presented at the annual international meeting for the Society of Biblical Literature, Berlin, Germany, June 19–22, 2002.

Website

Websites may be cited in running text ("On its website, the Evanston Public Library Board of Trustees states . . ."), and they are commonly omitted from a bibliography or reference list as well. The following examples show the more formal versions of the citations. Include access date parenthetically in the Reference list.

FN: Evanston Public Library Board of Trustees, "Evanston Public Library Strategic Plan, 2000–2010: A Decade of Outreach," Evanston Public Library, <http://www.epl.org/library/strategic-plan-00.html>.

SFN: Evanston Public Library, <http://www.epl.org/library/strategic-plan-00.html>.

B: Evanston Public Library Board of Trustees. "Evanston Public Library Strategic Plan, 2000–2010: A Decade of Outreach." Evanston Public Library. <http://www.epl.org/library/strategic-plan-00.html> (accessed June 1, 2005).

Item in online database

Journal articles published in online databases should be cited as shown above, under "Article in journal."

FN: Pliny the Elder, *The Natural History*, ed. John Bostock and H. T. Riley, in the Perseus Digital Library, <http://www.perseus.tufts.edu/cgi-bin/ptext?lookup=Plin.+Nat.+1.dedication> (accessed November 17, 2005).

B: Perseus Digital Library. <http://www.perseus.tufts.edu/>.

Guidelines regarding peer review of manuscripts

Nordic Journal of Educational History (NJE_{Ed}H) strives for high scientific quality. Every submitted manuscript that the editorial team finds thematically motivated and scientifically applicable will be subjected to blind appraisal by two reviewers. The reviewers are selected based on their competence in the specific field which the manuscript deals with, or their solid general competence within the wider field of educational history. NJE_{Ed}H utilizes the principal of double blind review.

In an overall assessment of the manuscript, reviewers are requested to consider the following general guidelines:

- **Scientific merit: Are the methods, theories and empirical evidence that is presented in the manuscript of relevance as regards to its purpose, aim and results? Does the results of the study seem credible?**
- **Originality: Does the manuscript contribute new knowledge to the field? Is a relevant dialogue with current and past research achieved and is the author able to position the study in relation to earlier research?**
- **Relevance and thematic extension: Do the results presented seem significant for the advancement of the field of educational history?**

These guidelines may in turn be broken down into six more detailed questions:

- **Is there an updated and relevant overview of earlier research included in the introductory part?**
- **Are there satisfactory arguments for the article's scientific merit included in the introductory part?**
- **Is there an adequate discussion about source material and method?**
- **Is the source material adequate and relevant in relation to the research question(s)?**
- **Is there a reasonable amount of theoretical reasoning/hypothesis?**
- **Does the manuscript give satisfactory and credible conclusions in relation to the research question(s) and the cited source material?**

It is important that reviewers give constructive comments and that the feedback include not only general criticism, but also provides the author(s) with concrete ideas for improvement. To facilitate the review process, please use the tools "Comment" and "Track Changes" on the "Review"-tab in MS Word.

The final assessment of a manuscript is communicated through one of the following options:

1. **Recommend publication**
2. **Recommend publication after minor revision**
3. **Recommend major revision and new peer-review**
4. **Recommend rejection**