

Journal of International Cooperation in Education

Style and rules for contributors

1. **Journal of International Cooperation in Education** is an international refereed journal published in English in once a year and in Japanese in once a year of every year. The journal welcomes articles from authorized contributors (see “2”) on any aspect of international cooperation in education.
 2. **Qualification of contributors** is given to the members of the Center for the Study of International Cooperation in Education at Hiroshima University who are currently or were formerly associated with CICE (including CICE staff members, members of the managing committee, research fellows, and visiting research fellows). Contributions for articles may be invited by the CICE Editor-in-Chief. Otherwise submissions from anyone who is interested in CICE activities may be accepted if accompanied by introduction of a CICE staff or associate member.
 3. **Manuscripts** should be original, clearly and precisely presented in English or Japanese (see styles and rules for contributors in Japanese). Authors should submit four hard copies of their manuscript plus an electronic file of the manuscript (preferably in a PC compatible disk). Text should be prepared using Microsoft Word software.
 4. **Each submission** should be no longer than 7000 words (14 printed pages) in total, including title, author(s) information, tables, figures and references. Each article should be accompanied by an abstract of approximately 150 words typed on a separate sheet.
 5. **Preparation of Manuscript:**
 - A. **Cover sheet should** contain title, full name, institution, address, phone and fax numbers, and e-mail address.
 - B. **Text** should be typewritten on one side of A4 size papers with 30 mm margins all around. Each typewritten page should have 42 lines, approximately 500 words with 10.5 point character.
 - C. **References** cited in the text should be arranged alphabetically according to the name(s) of author(s). Text reference should be made by the author’s names followed by the year of publication [e.g. Sifuna (2001), or (Sifuna 2001)]. When papers have three or more authors, please give only the name of the first author followed by et al. [e.g. Kawagoe et al. (1998) or (Kawagoe et al. 1998)] throughout the text.

In addition,
Reference cited in the text should be listed as follows;
<EXAMPLE>

Textbooks are one of the most important learning materials for study (Sasaki 1999; Watanabe 2000) [more than 2 references]

.....(Sasaki, Watanabe & Sato 2001) [written by more than 3 authors]

.....(Sasaki 1999, p.123)

.....According to Sasaki (1999), it is considered.....

.....According to Sasaki (1999a) and Uemura (2002), it is considered.....
- (1) Book:**
Last name of author + first name initial. (year), *Title (Italic)*, location of the publisher, name of the publisher.
Lloyd, P.C. (1966). *The New Elites of Tropical Africa*. London: Oxford University Press.

(2) Book chapter:

Last name of author(s), + first name initial(s). (year). "Chapter Title", In (Eds.), *Book Title*, (p.), location of the publisher, name of the publisher.

Lloyd, P.C. & White, A. (1996). "Aid, International Co-operation and Globalization: Trends in the Field of Education." In K. King & L. Buchert (Eds.), *Changing International Aid to Education: Global Patterns and National Contexts* (p.60-67). Paris: UNESCO.

(3) Journal article:

Last name of author + first name initial. (year). "Title of the article." *Name of the Journal*, volume (no.), p.21-38.

(Example)

Sifuna, D. (2001). "African Education in the Twenty-First Century: the Challenge for Change." *Journal of International Cooperation in Education*, 4(1), p.21-38.

(4) On-line material:

World Bank Education Lending [<http://go.worldbank.org/4H9D7XN5E0>] (accessed on August 1, 2008).

Note.

Same author can be indicated as _____. Please use (2001a), (2001b), in case there are more than 2 references from the same author in the same year.

- D. Tables** should be self-explanatory and each presented on a separate page outside the main text. A short title should be provided with any additional information contained in footnotes with a lucid legend to explain the meaning of the content.
- E. Figures** are referred to for all drawings, diagrams, graphs and photographs. These should be of the highest quality and suitable for direct reproduction. Each figure should be presented on a separate page.
- F. Place** of insertion of tables and/or figures in the text should be indicated on the right-hand margin of the sheet.
- 6. Whether or not the manuscript** is accepted and the timing of publication is decided by the Editorial Committee. The positions and scale of figures and tables in published pages may be changed from the author's designation.
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