

Information for Contributors

The *Journal of Public Affairs Education (JPAE)* is the flagship journal of the National Association of Schools of Public Affairs and Administration (NASPAA). *JPAE* is dedicated to advancing teaching and learning in public affairs broadly defined, which includes the fields of policy analysis, public administration, public management, public policy, nonprofit administration, and their subfields. Advancing teaching and learning includes not only the improvement of specific courses and teaching methods, but also the improvement of public affairs program design and management. The goal of *JPAE* is to publish articles that are useful to those participating in the public affairs education enterprise, not only in the U.S., but throughout the world. In service to this goal, articles should be clear, accessible to those in the public affairs fields and subfields, and generalizable. The new editorial team is particularly interested in articles that (1) use rigorous methods to analyze the relative effectiveness of different teaching methods, and (2) have international and/or comparative components, or consider the effect of country setting. Articles submitted for publication in *JPAE* should not already be published or in submission elsewhere. Articles that have been presented at conferences are welcome.

Submissions should conform to American Psychological Association (APA) style and generally meet the submission recommendations described in Appendix A of the *Publication Manual of the American Psychological Association* (5th ed.).

Specifically, manuscripts should:

- Be typed in a standard 12-point serif font (such as Times New Roman), double- or 1-1/2-spaced, with margins of no less than one inch on all sides,
- Include one document with no author names but including a title and an abstract of around 150 words, and
- Include another document with the title, authors' names and contact information, and any identifying references, including acknowledgments.

Electronic submissions should be made in PDF or .doc files. Accepted articles will not be published until authors submit a manuscript that meets APA style, particularly in regard to citations and references.

Submit electronic copies to jcallen7@asu.edu & hcampbel@asu.edu, and one paper copy to:

Journal of Public Affairs Education
Mail Code 3720
411 N. Central Ave., Suite 450
Phoenix, AZ 85004-0687

Please include “JPAE” in the subject line of all emails. Authors should expect to receive acknowledgment of receipt. If acknowledgement is not received within two weeks, please do not hesitate to contact us at jcallen7@asu.edu (the email address of editorial assistant Jeffrey Callen). Articles will be given initial review by the editorial team. Articles must meet basic criteria including writing quality, reasonable conformity with these guidelines, and interest to *JPAE*'s readers before they are submitted for external, double-blind review. If accepted for publication, manuscripts cannot be published until all authors have provided copyright transfer authority, full contact information, and short biographies (of about five lines).

Because of its mission, educators may reproduce any *JPAE* material for classroom use and authors may reproduce their own articles without written permission. Written permission is required to reproduce any part of *JPAE* in all other instances.