



Scan research – writer guidelines

Scan publishes peer reviewed articles that focus on the ways current research can enable innovative learning and teaching practices and drive student outcomes.

Articles submitted to, or commissioned for, *Research in Scan* are sent to two referees for blind peer review, in keeping with the journal's aims and criteria.

About Scan

Published by the NSW Department of Education, *Scan* is an open access online journal, delivered quarterly. *Scan* is a leading educational resource that brings innovative change to the lives and learning of 21st century educators and students. *Scan* informs teachers' practice by encouraging engagement with a wide range of articles, including peer reviewed research, to enhance school and student outcomes across NSW, Australia and beyond.

Our mission: Every teacher – inspired, equipped and empowered. Every student – prepared to maximise their individual talents and capabilities.

Research in Scan

Articles submitted to or commissioned for publication as peer reviewed research in *Scan* are:

- submitted to the *Scan* editorial team
- read to ensure their focus meets the journal's criteria and conventions
- sent to two referees (writer's identity redacted)
- sent to one or more additional reviewers or NSW Department of Education consultants if appropriate.

Criteria

Articles must be:

- research based
- in keeping with research-based practice
- original and previously unpublished or redeveloped for *Scan*

- of a scholarly standard
- written as a journal article with the *Scan* readership in mind
- referenced adequately using [APA \(7th edition\)](#).

Articles should include the following components:

- an outline of the educationally relevant issue that forms the basis of the research question(s)
- literature review
- research aims/context/participants
- research methodology and research methods
- a brief and concise analysis of relevant data
- findings/conclusions
- implications for practice.

Types of research

Providing the research meets the criteria and has the potential to advance teaching and learning, there is no restriction on the research approach that might underpin a *Research* article. The research approach, or methodology, may draw on quantitative, qualitative, or mixed research methods and the research can be conducted as practitioner research or as research conducted within a school setting by appropriately qualified external parties. External researchers must provide evidence that appropriate ethical requirements have been met.

Format of article

- Please provide your article in Microsoft Word format.
- Images or graphics used within the article should also be provided as **separate files** – jpg, png, gif, tif.
- For accessibility reasons, please do not use **tables**, if possible. (Where possible, present the data in an alternative format which can be easily navigated by screen readers, such as text.)
- *Scan* encourages use of embedded objects or video or other multimedia
- Minimum of 1,500 words to a maximum of 5,000 words
- Please use [APA referencing](#).
- Please provide a high res **portrait photo** of yourself and a short bio (**60-80 words**)

NSW Department of Education employees

Please share your article with your manager or principal prior to submission.

Questions?

Please contact the editorial team at Editor.Scan@det.nsw.edu.au