

GUIDELINES FOR AUTHORS

Measurement and Evaluation in Counseling and Development (MECD) invites manuscripts concerned with research, theoretical issues, and practical applications in assessment, measurement, and evaluation in a variety of settings, including schools and colleges, public and private agencies, business, industry, and government. All manuscripts must have clearly described implications for counseling or education and for practitioners; educators; administrators; researchers; or students in assessment, measurement, and evaluation.

The following guidelines should be used:

1. **Five copies** of manuscripts, typewritten and double-spaced, should be submitted. The submission should be accompanied by a **brief abstract NO LONGER than 50 words**. Alternatively, an electronic submission is strongly encouraged—one copy as an attached Word file via e-mail to ddimitro@gmu.edu.
2. Authors are expected, upon acceptance, to submit an additional copy of manuscripts on a 3½" microcomputer floppy diskette. The publisher prefers manuscripts to be submitted on IBM or IBM-compatible diskettes using Microsoft Word 98 (or below) or Rich Text Format. The author's name and the hardware and software used must be clearly labeled on the disk.
3. References both in the text and at the end of the manuscript should follow the style described in the *Publication Manual of the American Psychological Association* (5th ed., APA). Authors are responsible for the accuracy of references.
4. Author identification should appear only on the cover page so that it may be removed before blind review.
5. All artwork for figures should be submitted camera-ready—on white paper, with clear, professionally done drawings in black ink and text in 8-point type, or computer-generated using a high-quality printer. Authors should not submit more than three tables or two figures with each manuscript.
6. For lengthy quotations (generally 300–500 cumulative words or more from one source), it is the **author's responsibility** to secure written permission for reproduction from the copyright holder.
7. Authors are encouraged to use guidelines to reduce bias in language against persons on the basis of gender, sexual orientation, racial or ethnic group, disability, or age by referring to the fifth edition of the APA publication manual.
8. Authors are requested to provide detailed descriptions of their samples (e.g., specification of gender, ethnicity, age range) to assist readers in generalizing from the results.
9. Authors are encouraged to assist readers in interpreting statistical significance of their results. For example, results may be indexed to sample size. An author may wish to say "This correlation coefficient still would have been statistically significant even if sample size had been as small as $n = 33$ " or "This correlation coefficient would have been statistically significant if sample size had been increased to $n = 138$."
10. Authors are **required** to provide readers with effect size estimates to accompany statistical significance tests that are reported. For example, in an analysis of variance, authors may wish to report *R*-squared, eta squared, or omega squared. Standardized effect size estimates (the difference between the intervention group mean minus control group mean divided by the control group standard deviation) are also helpful in interpretation.
11. Studies in which statistical significance is not achieved will still be considered seriously for publication if power estimates of protection against Type II error are reported and reasonable protection is available.
12. A manuscript that is currently being considered by another publication may not be submitted for concurrent consideration by *MECD*.
13. Submit manuscripts to the Editor, Dimiter M. Dimitrov, College of Education and Human Development, George Mason University, 4400 University Drive—MS4B3, Fairfax, VA 22030-4444. For electronic submission, e-mail to ddimitro@gmu.edu. The period between acknowledgment of receipt of the manuscript and notification of disposition is generally 3 to 6 months.