

# A Guide for Submissions

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## What is *JCE Software* ?

*JCE Software* is the electronic arm of the *Journal of Chemical Education*. Published by the Division of Chemical Education, Inc. of the American Chemical Society, it is your source for instructional media for the enhancement of chemistry education. *JCE Software* is not about software, it is software—and much more! Current and scheduled publications from *JCE Software* include software for Mac OS and IBM compatible computers, a collection of videodiscs, CD-ROMs, and videotape. *JCE Software* has published more than 90 high quality, peer reviewed instructional programs.

As technology changes, *JCE Software* will change to bring you the best materials developed by chemistry instructors for use in chemistry education at reasonable prices. While software remains our specialty, we are expanding our submission criteria to include all forms of electronic media.

## Editorial Objectives

Our goal is twofold: to provide materials to chemistry teachers who want to use electronic media to enhance the classroom experience and to give professional recognition to chemistry teachers who have spent long hours creating and testing instructional media. To accomplish these goals we need your help. We need you to submit your work to *JCE Software*.

## What to Submit

- Software programs for Macintosh and IBM compatible PC's (DOS and Windows)
- Digital electronic documents
- Original video
- Multimedia presentations
- Any new technology-based learning tools for chemistry

## Our Submission Expectations

A submission to *JCE Software* should be an effective, innovative use of the medium. Preference will be given to topics that cannot be presented as effectively using print or other nonelectronic media. Authors should strive for scientific accuracy and sound pedagogy appropriate to the level of the intended audience. Materials should be attractive, engaging, and invite participation by the user. They should be tools useful in the classroom, laboratory, or computer/media room, aimed at enhancing the learning of chemistry.

Preference will be given to materials that have been used successfully in instructional settings. Descriptions of use and sample lessons are especially welcome.

Unlike most print journals, including the *Journal of Chemical Education*, we do not require or expect that every submission will be a finished product. We are in-

terested in advising and assisting you with your works-in-progress and ideas for future projects, as well as distributing the finished product. We can help with projects or ideas that you were never able to finish because of lack of feedback from peers, or lack of detailed technical knowledge about the medium. We expect our authors to be chemists and educators, not professional computer programmers or graphic artists. Our technical staff is available to provide the assistance you need to get over those technical roadblocks, allowing you to focus on content and instructional strategy.

## How to Submit

Complete the *JCE Software* Submission Form and Copyright Transfer, being sure to sign both. Mail these forms and any necessary attachments to *JCE Software* at the address listed below. To send submitted instructional materials by mail, enclose two copies of the submission on clearly labelled media (disks, video tape, CD, or other media appropriate to the submission.) Be sure to include any installation or operation instructions required to view your submission. For electronic submissions via the Internet, contact our office by email to make arrangements. We will need an original signed copy of the Submission Form in order to evaluate your submission.

## What Happens Next?

Your submission will be evaluated by members of the *JCE Software* staff. In four to six weeks you will receive a report advising you of the suitability of the submission for publication by *JCE Software*, any revisions required to meet *JCE Software* publication guidelines, and any other comments requested on your submission form. The entire publication process can take a year or more, depending on state of completion at the time of submission, needed revisions, and number of submissions awaiting publication. We are willing to work with you for as long as necessary to complete your submission and prepare it for publication.

## For More Information

For more information about *JCE Software*, submissions, subscriptions, and available issues, contact our office or visit our World Wide Web site.

*JCE Software*  
University of Wisconsin-Madison  
Department of Chemistry  
1101 University Avenue  
Madison, WI 53706-1396

Telephone: 800-991-5534 or 608-262-5153  
FAX: 608-265-8094  
Email: [jcesoft@chem.wisc.edu](mailto:jcesoft@chem.wisc.edu)  
WWW: <http://jchemed.chem.wisc.edu/>



# Submission Form

**Return to:**  
JCE Software  
Attn. Submissions  
University of Wisconsin-Madison  
Department of Chemistry  
209 N. Brooks Street  
Madison, WI 53715-1116

Please complete both sides of this form being sure to sign below. Print clearly or type. Send the form, any required attachments, and 2 labelled copies of your submission to the address above, or contact us via email (jcesoft@chem.wisc.edu) to arrange for electronic transfer of your submission. Be sure to include any installation and operation instructions required to view your submission.

The requirements for publication in *JCE Software* are listed below. Please read these carefully before continuing.

1. Material submitted for publication should make effective, innovative use of the medium. Preference will be given to topics that cannot be presented as effectively using print or other nonelectronic media.
2. Material submitted should not have been published elsewhere nor should it be under consideration by another publication or publisher.
3. The materials described on this form may not be submitted to any other publication or publisher unless formally rejected by *JCE Software*, or formally withdrawn from consideration by the author(s) with the consent of *JCE Software*.
4. A completed and signed *JCE Software* Submission Form must be received before your program can be evaluated.
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I have read and agree to comply with the requirements for publication in *JCE Software* listed above.

\_\_\_\_\_  
Signature of Primary Author

\_\_\_\_\_  
Date

Title of Submission & Version number (if any) \_\_\_\_\_  
\_\_\_\_\_

Please check the appropriate category for your submission:

\_\_\_\_\_ Series C (software for Mac OS or compatible computers)

\_\_\_\_\_ Series D (software for Windows on IBM PC-compatibles)

\_\_\_\_\_ Special (video, multi-platform, etc.), please describe: \_\_\_\_\_  
\_\_\_\_\_

Describe the hardware requirements (including RAM required) for your submission.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe the software requirements (including operating system) for your submission.

\_\_\_\_\_  
\_\_\_\_\_

## JCE Software Submission Form, page 2.

Identify the **Primary Author**, to serve as contact for all communication with *JCE Software*.

First Name	Middle Initial	Last Name
Institution		
Business Address		
City	State or Province	
Zip/Postal Code	Country, if outside US	
Telephone : Office	Home	FAX
Email		

List the name and institution or business address of additional authors, if any.

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To assist us in providing effective evaluation of your submission, please answer the following questions. These questions are **not** intended as a barrier to submission. Please answer only as seems appropriate to your submission and to your need for feedback. Your thoughtful consideration of each item will be greatly appreciated. You may submit answers in an email message, on disk in ASCII text format and/or as a word-processing document, or on paper (type or print answers and attach page(s) to the submission form).

1. What area(s) of chemistry does your submission address, and for what educational level(s) is it intended?
2. What was your goal or purpose in developing this material?
3. How does the submission achieve that goal?
4. How have you used this material to enhance instruction in chemistry? How do you envision others might use it?
5. What features, benefits of use, or other information would you include in an announcement describing your submission?
6. What do you consider to be the relative strengths and weaknesses of your submission with regard to:
  - a. audience appropriateness
  - b. usefulness
  - c. overall appearance
  - d. pedagogy
  - e. scientific accuracy
  - f. originality and uniqueness
  - g. user interface (software) or ease of use (other media)
7. In what areas should our evaluation team concentrate in assessing your submission? Do you view your submission as a finished product, or as a work-in-progress? Describe any areas in which you invite feedback or suggestions for improvement.

<b>Office Use Only</b>
Submission No. _____

<b>Complete this section. Please print clearly.</b>
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<b>Print Name and Address of Corresponding Author.</b>			
First Name	Middle	Last Name	Telephone Number
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## Copyright Assignment

The undersigned hereby transfer their exclusive copyright interest in the submission cited above (subsequently referred to as the "work") to the *Journal of Chemical Education Software* (subsequently referred to as *JCE Software*), effective upon acceptance for publication by *JCE Software*. *JCE Software* shall have the right to publish the work in any medium and form, or by any means, subject to the following:

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<b>Works Made for Hire/Employer's Authorized Agent</b>	
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