



New Horizons in Adult Education and Human Resource Development

founded in 1987, is an electronic refereed journal, published quarterly. The journal provides faculty, researchers, graduate students, and practitioners with a venue for publishing their current thinking and research within adult education, human resource development, and related fields.

The mission of New Horizons in Adult Education and Human Resource Development is to promote all aspects of practice and research that explore issues of individual, group, and organizational learning, wherever they may be located and focuses on current research and ideas in adult education, human resource development, and related fields. We are interested in honoring work done in urban, suburban, rural, and international contexts.

New Horizons (NH) publishes peer-reviewed articles, Point-Counterpoint essays, Perspectives (on people, practice, research, and teaching) essays, Book and Media Reviews, and News and Notes.

For an index of the journal, archived issues, all guidelines for submissions, the call for proposals, Editorial Board, and other information about the journal, see the *NH* web page <http://education.fiu.edu/newhorizons>

New Section -The Writers' Forum- Submission Guidelines

The editors of *NH* are making space for conversations about professional and scholarly writing for publication. This new section in the journal, which we call **The Writers' Forum**, is a place where we can share insights, opinions, and advice on every aspect of the writing and publishing process that can be used by emerging scholars, students, and all of us interested in improving our writing.

The Writers' Forum seeks reflections on any aspect of the writing and publishing process from specific elements such as the research question to an overview of a process such as reviewing or publishing. In this section we welcome short non-refereed scholarly essays that intend to improve the overall quality of published scholarship.

Do you have a pet peeve or good practice as editor, reviewer, mentor, or co-author that you would be willing to write up in 1000 to 3000 words? Do you have tips or insights on how to craft a professional manuscript, organize your time or projects, or develop an idea that you would like to share with readers interested in improving their writing? Do you wish to engage others in an aspect of writing that has not been discussed?

Think of **The Writers' Forum** as a place to engage colleagues on topics of interest that do or do not fit into conventional views of traditional journals.

The Writers' Forum Essay Preparation Instructions:

- Format essay as MS Word document.
- Double-space the entire essay.
- Set margins at 1 inch on all sides.
- Use Times New Roman 12-point size.
- Provide abstract of 50-100 words.
- Insert page number in the upper-right corner of the essay.
- Include the running head.
- Reactions should be between 1000 and 3000 words including references. Tables, figures, images, and graphic displays do not have to fit within the word count but should be incorporated into the text.
- References should start directly after the essay text.
- Do not include any text as footnotes.
- Adhere to the language, style and format guidelines as presented in the *Publication Manual of the American Psychological Association* (5th ed.).
- If your essay includes tables and figures, follow APA guidelines for thesis and dissertations on page 325 of the APA Manual.

The Writers' Forum Essay Submission Instructions:

1. *Cover Page* includes:
 - a. The Writers' Forum essay title
 - b. Author's full name (if the essay has more than one author, provide all authors' names)

- c. Author's affiliation (if the essay has more than one author, provide all authors' affiliation)
- d. Complete contact information (if the essay has more than one author, provide complete contact information for all authors)
- e. Three key words that characterize the focus of your essay and do not repeat words used in the manuscript title.
- f. The following Warrant "I (we) warrant that this essay represents original, unpublished work not under consideration elsewhere. We grant *NH* the right to publish, distribute electronically, archive, and make retrievable the submitted essay, if accepted."

Title this page with your last name and the word "cover" (e.g., "Johnson.Cover.doc")

2. *Original Writers' Forum* essay titled with your last name and the word "Forum" (e.g., "Johnson. Forum.doc")

Please, write in the subject line of your email, "Writers' Forum for NH", include the two attachments (*Cover Page* and *Original Forum*), and send to the Managing Editor: newhorizons@fiu.edu.

The Review, Selection, and Publication Process:

Upon receipt of the essay, the Managing Editor will send an email acknowledgment. Unsolicited Writers' Forum essays will be reviewed by the *NH* editorial staff who will accept or decline the essay based on the following criteria:

- Originality of the essay.
- Contribution to adult education, human resource development, or related fields.
- Presentation of thesis and quality of argument.

The *NH* editorial staff will review the essay within four to six weeks. The Editors will make a decision and a letter containing the decision and suggestions for revision will be sent via email. The author(s) will need to complete a copyright release form before the essay can be published in *NH*.

For further clarification of these guidelines and policies, please contact the Managing Editor: newhorizons@fiu.edu

Becoming a Reviewer

While we might prefer experienced scholars become reviewers for *New Horizons*, the journal serves as an avenue for professional development of graduate students, early career faculty, and practitioner-scholars. We welcome all who are interested in helping us raise the quality of the journal and who are willing to provide developmental feedback to authors on time. Please, download and complete the Reviewer Information Form from our website. Send the form with your current vitae as email attachments to the Managing Editor: newhorizons@fiu.edu

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Adult Education and Human Resource Development (AE/HRD) Graduate Program

New Horizons is hosted and published by the faculty of the Adult Education and Human Resource Development (AE&HRD) Graduate Program in the College of Education at Florida International University, Miami, Florida. The AE&HRD Program offers a doctor of education (Ed.D.) degree in Adult Education and Human Resource Development, and two masters (M.S.) degrees, one in Adult Education, and the other in Human Resource Development. For complete information on the programs, go to <http://www.fiu.edu/~elps/aehrd.htm>

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