

ATE Publication Proposal Form Submission Guidelines

Process

The Association of Teacher Educators (ATE) welcomes member publication proposals that advance scholarship, practice, and innovation in teacher education. Completed proposals should be submitted electronically as a Microsoft Word document (double-spaced, 12-point font, one-inch margins, APA—latest edition) to both the Educational Programs and Planning (EPP) Committee Chair and the Professional Publications Sub-Committee (PPSC) Chair. The PPSC will review each proposal and forward a recommendation to the EPP Chair, which will then be presented to the ATE Board of Directors for consideration. The Board meets on the second Tuesday of February, May, July, and November; therefore, proposers should plan to submit materials at least eight weeks prior to the desired Board review month. Following Board approval, the primary contact listed in the proposal will be notified regarding next steps with ATE's publisher.

Primary Contact Information

- Name:
- Mailing Address:
- Telephone:
- Email:

Required Elements

1. The type of publication you are proposing to write and the intended audience.
2. A rationale for ATE to support the publication of your work.
3. Your group, the members of your group, and their associations with ATE (as a group and individually); authors' associations with other organizations involved in this research and/or publication; attach an abbreviated curriculum vita for each author (limit CV to two pages per author).
4. The proposed title of your publication.
5. The subject matter, scope, and intended purpose of your publication.
6. The table of contents with brief summaries and identification of authors for each chapter.
7. The anticipated length of each chapter and the full publication.
8. The proposed submission timeline and anticipated completion date.

9. Brief description of any photographs, illustrations, maps, appendix, index, etc. that will be included in the publication.
10. Please confirm that you have obtained written permissions to use any material that may be copyrighted (illustrations, lengthy quotations from scholarly works, quotations from fiction, poetry, etc.).

Please attach the following

1. A completed introduction to the text.
2. A completed sample chapter.
3. A list of competing texts.