GUIDELINES FOR AUTHORS

The Journal of Technology Studies

A refereed publication of *Epsilon Pi Tau* the international honorary for professions in technology.

Members of the technology and related professions are invited to submit manuscripts for consideration by our referees and editors. The journal is an open forum for the exchange of relevant cutting-edge ideas Although sponsored by Epsilon Pi Tau, membership status plays no role whatsoever in the review, acceptance, rejection, or editorial interaction with prospective authors.

BACKGROUND

These guidelines reflect the commitment and interest of the Board of Editors to team with authors in developing their manuscripts to meet the standards of excellence of *The Journal of Technology Studies*.

Topics spanning the breadth of technology are welcome and are measured by the extent to which they contribute to the fulfillment of Epsilon Pi Tau's purposes. These are to:

- promote and recognize the achievement of academic excellence;
- promote the values and contributions of professionals in technology;
- provide a medium for the professional development and recognition of individual members for leadership and achievement;
- enhance the status of practitioners and professionals in technology;
- foster ideals of technical competence, social proficiency, and research; and
- advance appreciation and awareness of technology as both an enduring and influential human endeavor and an integral element of culture.

MANUSCRIPTS SHOULD

- conform to the standards specified in the Publication Manual of the American Psychological Association's (APA) latest edition.
- avoid writing that is pedantic and follows traditional research report format with Figures and Tables in favor of professional level scholarly writing that is journalistically lively, effectively descriptive and in a format that is original, fitting and unique to the particular content.
- not be published in any form (other than conference presentations or proceedings) prior to scheduled publication in *The Journal of Technology Studies*. If your manuscript is under consideration by another publication, you must communicate that fact to the editor when you submit your article.
- cover the topic adequately with appropriate citations, illustrations, reference lists, and (only if absolutely

necessary) Figures and Tables, and fit in one of the following categories:

1. 15 to 20 pages, with the font set in 12 point Times, double spaced, 3,500 to 5,000 words.
2. 10 pages or less double spaced, no more than 2,000 words. Articles of this length may be included in the journal's IDEAS section. These provide a quick focus or "bite" on events, issues, trends, or refreshing points of view.

PREPARING AND SUBMITTING YOUR WORK

1. Use a word processing program to prepare your manuscript. We prefer Microsoft Word. Save your document as a Rich Text Format (RTF) file, which retains your formatting and can be read across PC's and Macs. We will also accept Microsoft Works and Pagemaker. Do not imbed figures, tables, photographs, and illustrations into your word processing document. They must be separate and individual items whether on disk or email attachments. They should be saved as .eps or .tiff files. They should have 300 dpi resolution so they reproduce well.
2. Submit your work using one of the following methods:
   2.1 by regular mail: send three double-spaced hard copies and a diskette with your RTF file to the mailing address below.
   2.2 via email: send manuscripts as attachments to email messages to the email address below.
3. Provide your current position title/rank, institution, organization or company name, research interests, and if an Epsilon Pi Tau member, chapter name or member-at-large.
4. All items that you submit are nonreturnable.

Send manuscripts and other inquiries to:

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