



## Scope

*Video Journal of Education and Pedagogy (VJEP)* integrates visual approaches to educational research and practitioner knowledge concerning learning and teaching in its broadest sense. It facilitates the rapid spread of ideas and open access to video pedagogy demonstrations in an international and comparative context. The *VJEP* provides a platform for cross-disciplinary research and demonstrated pedagogy while providing a ready means to capture and globally share practitioner knowledge. *VJEP* wants to establish a new frontier in education publishing and scientific communication and to promote the aims of the Association for Visual Pedagogies (AVP) which seeks to privilege all things visual in thought and practice.

## Open Access

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## Online Submission

*VJEP* uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: [editorialmanager.com/VJEPBRILL](http://editorialmanager.com/VJEPBRILL).

First-time users of EM need to register first. Go to the website and click on the "Register Now" link in the login menu. Enter the information requested. During registration, you can fill in your username and password. If you should forget this username and password, click on the "send login details" link in the login section, and enter your e-mail address exactly as you entered it when you registered. Your access codes will then be e-mailed to you.

Prior to submission, authors are encouraged to read the 'Instructions for Authors'. When submitting via the website, you will be guided stepwise through the creation and uploading of the various files.

A revised document is uploaded the same way as the initial submission. The system automatically generates an electronic (PDF) proof, which is then used for reviewing purposes. All correspondence, including the editor's request for revision and final decision, is sent by e-mail.



## *Instructions for Authors*

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### *Double-blind Peer Review*

The *VJEP* uses a double-blind peer review system, which means that manuscript author(s) do not know who the reviewers are and that reviewers do not know the names of the author(s).

When you submit your article via Editorial Manager, you will be asked to submit a separate title page that includes the full title of the manuscript, the names and complete contact details of all authors, the abstract, keywords, and any acknowledgement texts. This page will not be accessible to the referees. All other files (manuscript, figures, tables, etc.) should not contain any information concerning author names, institutions, etc. The names of these files and the document properties should also be anonymised.

### *File Format*

Please upload source files such as .doc, and not .pdf files.

### *Contact Address*

For any questions or problems relating to your manuscript please contact the Editorial Manager, Rene Novak, at: [proronny@gmail.com](mailto:proronny@gmail.com); [m.wyss@lancaster.ac.uk](mailto:m.wyss@lancaster.ac.uk). For questions about Editorial Manager, authors should contact the Brill EM Support Department at: [em@brill.com](mailto:em@brill.com).

Contact from potential contributors to discuss possible submissions at an early stage is encouraged.

### *File Format*

In any word processor: save and send the file in RTF or Word.doc format.

Files should be submitted in MS Word, using Brill Font (download here [brill.com/about/brill-fonts](http://brill.com/about/brill-fonts)) or a generic fonts such as Arial, Calibri or Times in 12 point font size, double spaced, justified text, with pages numbered bottom right. If you need to use other fonts, always send them along with the text file.

## **Submission Requirements**

### *General*

Submitted manuscripts should be double-spaced (including footnotes, which should appear at the bottom of the page). Keep formatting to an absolute minimum. Use *italics* only in your files to format the text which has to be typeset as italics. Indent paragraphs with a single tab.

For questions concerning editorial style, consult the *VJEP* Editorial Manager.

### *Video Articles*

*VJEP* accepts video articles consisting of video and written components that operate together, complementing each other. Authors should assume that the video component is not intended to be viewed in isolation, but is always contextualized within the framework outlined by the written component.



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The video component of the article does not need to be surfaced as a single clip, but can be broken into two or more clips to be used where needed (e.g. in a sequence dispersed at key points throughout the written component, or as a grouping or clips, or number of groupings).

The video component could serve a number of purposes within the article as a whole. A video component that is divided into a series of clips does not need to use the same techniques for each clip. The following list of purposes is not intended to be exclusive, but are prompts to ensure that authors have a clear understanding of the role the video component (or each clip) plays:

- extract (e.g. of raw data for illustration purposes)
- summary (with or without voice-over)
- commentary
- other.

We are interested in receiving pedagogical demonstrations as well as scholarly papers but these need to be supported by text that explains its pedagogical contribution and theoretical orientation.

Contributors are encouraged to explore creative submissions. Multimedia as a format to convey other types of information will be considered on a case by case basis.

### **Requirements for the video portion of a video article are:**

- choose “Video” as the manuscript type, whether the submission contains video in part or full. Please note that videos are denoted as: 'Electronic supplementary material.'
- the overall combination of submitted video should not exceed 15 minutes in total and may comprise smaller sections of approx. 5 mins., together with maximum of 3000 words of text. If there is less video, the word limit is then 4,000 words.
- if, for example a submission refers to a documentary/ video that is published elsewhere but is accessible to the reader, only a link to it this is needed.
- an audio narration in English may accompany the video.
- the maximum size for all files (including videos) in the submission is 350 MB. Videos must be in one the following formats: MPEG-1, QuickTime (not mpg4) or Window media video (WMV). The video file must be playable on a Windows-based computer.
- no music sound tracks without copyright being provided as required, or use of an open music source.
- avoid "fancy" video transitions.
- no authored DVDs.
- There should be a “manuscript” submitted with the video that includes a title page, abstract, text as well as references in APA style if needed, in the format as indicated below.

Authors should note that for technical reasons *VJEP* is not able to surface videos in a separate, full screen window. Authors should ensure that their video is viewable and serves its purpose(s) when viewed through a player on the same page as the written component.

Authors should note that the editing process may require edits to any part of the article (written and/or video components).



## *Instructions for Authors*

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Due to global constraints on copyright for audio-visual material, and the inconsistencies in the ways in which copyright law is enforced in different territories, authors need to be rigorous in ensuring that their video does not include audio, visual or audio-visual extracts of copyrighted material (except where rights have been clearly granted to the authors for this purpose).

Note: it is the preference and explicit recommendation of *VJEP* that authors use Creative Commons licensing: [creativecommons.org/licenses/](https://creativecommons.org/licenses/).

In the submission process, the authors need to complete a form that includes:

1. confirmation that the checking of copyright has been undertaken (and a reminder that this is the responsibility of the authors), and that authors have the necessary rights to upload (and space to list Creative Common license)
2. a clear statement on ethics (including that all participants in the video have given their permission for the video to be uploaded to the journal)
3. listing the software used to create and edit the video
4. confirmation that the authors have the capability to edit their video component if so requested by the *VJEP* editors.

Need support prior to submitting your manuscript? Make the process of preparing and submitting a manuscript easier with [Brill's suite of author services](#), an online platform that connects academics seeking support for their work with specialized experts who can help.

## *Language*

Manuscripts should be written in English. American and British spelling should not be mixed: spelling should be consistent throughout. The preferred form in English is American English, unless the author is a native speaker of British English. The text must be grammatically correct and in good literary style. The manuscript should have been checked before submission by a qualified native speaker.

Where both -ise and -ize spellings are possible, the latter should be used, e.g. in “standardize”, “italicize”, “realize”; but note that exercise, circumsise, compromise and many other words must be spelled with -ise. For questions concerning spelling, hyphenation, and punctuation, consult *Webster's Third New International Dictionary* and *Merriam-Webster's Collegiate Dictionary*, 10th ed.

## *Unicode Fonts*

Using Unicode fonts will reduce the risk of error in typesetting non-Roman text or diacritics. For more information on fonts and Unicode, see [brill.com/resources/authors/publishing-journals-brill/preparing-your-journal-article-manuscript](https://brill.com/resources/authors/publishing-journals-brill/preparing-your-journal-article-manuscript); for more details on how to handle special scripts and transliteration, see [brill.com/downloads/Handling-Transliteration.pdf](https://brill.com/downloads/Handling-Transliteration.pdf).

## *Length*

The text component of articles should generally be no more than 3,000 words if the video component is 15 mins in total, with a maximum of 4000 words, including references if the video is shorter. The text



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component should follow the manuscript structure as below.

## **Manuscript Structure**

All text should be double spaced, use font 12, and be paginated through.

### *Title Page*

Please prepare a separate title page, which includes the full title of the manuscript, the names, scientific affiliations and e-mail addresses of all authors, abstract, keywords and any acknowledgement texts.

### *Manuscript File*

Submissions should contain the following elements in this order:

1. Title [not author's name, etc. because it needs to be anonymized. Name details go on a separate title page – we can add corresponding author at pre-proof stage – to go after acknowledgements]
2. Abstract (articles only). The abstract should provide a summary of the key points not exceeding 200 words.
3. Keywords (articles only). Up to 6 key words should be provided for the benefit of indexing and abstracting services.
4. Text. (See below for style guidelines)
5. Acknowledgements (if applicable). Contributors, collaborators, publication contexts, permissions etc.
6. References, Film/Videography, other.
7. Footnotes are to go at the bottom of the page. Please do not use Endnotes. (See below for style guidelines)

### *Abstract and Keywords*

Submissions must include an abstract of a maximum of 200 words and six keywords.

### *Headings*

All headings should be aligned flush left and unnumbered.

First level headings should be in **bold**, 2 lines of white above, one below; second level headings in **bold italic**, 1 line of white above, none below; third level headings in roman, with 1 line of white above, none below.

### *Footnotes*

This journal uses footnotes and not endnotes. Footnotes should be numbered consecutively (using Arabic rather than Roman numerals), double-spaced, and in the same font size as the main text. A note number may be used only once: sub-numbering of notes (e.g. note 30a) is not acceptable. Authors should eliminate lengthy discursive notes either by omitting the material or by working it into the narrative body of the text.



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### References

#### Citations in Body Text

The Journal uses the [APA](#) style of in-text citations.

#### Translations & Abbreviations

Names of non-English organizations, non-English book titles and non-English expressions in the running text are written in italics in the original language. The abbreviation or/and English translation is written between square brackets (not in italics).

*Comitati d'Azione per l'Universalità di Roma* [CAUR; Committees of Action for the Universality of Rome]  
*Gli amori degli uomini* [The Sexual Relations of Mankind]

Details of all work cited should appear at the end of the article in the 'References'.

Bibliographical references from the main body text must adhere to the following basic APA model. For detailed information, please see the *Publication Manual of the American Psychological Association*, Sixth Edition (2010); [apastyle.org/](http://apastyle.org/) and [blog.apastyle.org/](http://blog.apastyle.org/)

Add a DOI wherever available.

#### Book

Author's Name (date of publication). Title (italics), Place of Publication: Publisher. DOI: ....

e.g. Dewey, John (1916) *Democracy and Education*. New York Macmillan.

#### Book Chapters

Chapter Author's Name (date of publication). Chapter title. In Name of Book Editor (Ed(s)), Name of Book (italics), pp. start-end page numbers. Place: Publisher. DOI.

Schulte, B. (2011). The Chinese Dewey: Friend, Fiend, and Flagship. In R. Bruno-Jofre, & J. Schriewer (Eds.), *The Global Reception of John Dewey's Thought: Multiple Refractions through Time and Space* (pp. 83-115). London, Routledge.

#### Journal Article

Author's Name (date of publication). Article title. Name of Journal (italics), Volume (issue number): start-end page numbers. DOI.

Dewey, John (2015). *Lectures in Social and Political Philosophy*, 1919-21. Symposia. John Dewey's Lectures in Social and Political Philosophy (China). *European Journal of Pragmatism and American Philosophy*, VII (2) pp. 7-45.

#### Conference Paper

Brown, G. E. (Ed.). (2017, September). *Defending the use of discipline systems*. Paper presented at the 3rd international symposium on primary education, Rome, Italy.



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### *Reports*

For reports retrieved online, identify the publisher as part of the retrieval statement unless the publisher has been identified as the author.

Key, R. A., & Lock, F. M. (2005). *The contribution of loans to poverty reduction in India* (Research Report No. 06.1). Retrieved from Research on Poverty website: URL....

### *Newspaper/ Magazine*

Print edition

Scott, J. (1993, September 30). Education affects economic, social status. *The Washington Post*, pp. A1, A4.

### *Online Edition*

Clay, R. (2008, June). Science vs. ideology: Psychologists fight back about the misuse of research. *Monitor on Psychology*, 39(6). Retrieved from <http://www.apa.org/monitor/>

### *Online Sources*

#### *Website*

When citing an entire website, it is sufficient just to give the address of the site in the text:

The BBC (<http://www.bbc.co.uk>).

#### *Web Page*

Author, A. A. (Year, Month Day). Title of document [Format description]. Retrieved from <http://URL>

### *Audiovisual Media*

American Psychological Association. (Producer). (2010). *Responding therapeutically to patients* [DVD]. Available from <http://www.apa.org/videos/>.

Eve, D. (Writer), & Adam, J. (Director). (2015). Confession [Television series episode]. In D. Sort (Executive producer), *House*. New York, NY: Fox Broadcasting.

Producer, P. P. (Producer), & Director, D. D. (Director). (Year). *Title of motion picture* [Motion picture]. Country of origin: Studio.

Ras, D. (Producer). (2007, December 19). *Rap and teens* [Audio podcast]. Retrieved from URL

Writer, W. (Copyright year). Title of song [Recorded by A. A. Artist if different from writer]. On *Title of album* [Medium of recording, i.e. CD, record, cassette, etc.]. Location: Label. (Date of recording if different from song copyright date)

### *Quotations*

If they are brief (5 lines or fewer), quotations should be run on with the text. The practice in the United Kingdom and elsewhere is that single marks are used first (‘) and then (“) double quotation marks.

Longer quotations should be indented, without quotation marks. All indented quotations should be typed *double-spaced*.



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### *Figures*

All figures must be cited consecutively in the text. Figures should be submitted as separate source files in .eps, .tif, or .jpg format, in a size suitable for the typesetting area of the journal. The resolution of these files should be at least 300 dpi for half-tone figures, and 600 dpi for line drawings. Number the files and clearly mark the spot where the photo should be inserted ("insert ill. 2"). Photocopies or scans from books are not acceptable, since they will reproduce very poorly. For art images, captions should include the artist's name (if relevant/known), title and/or description of the artwork, year of the artwork, year or time period (if known), medium, size, and archival location.

### *Figure Captions*

Provide a list of captions for all illustrations and photographs at the very end of the article, typed double spaced. Identify the illustration by its number, describe it with a concise caption (include the location and date, if relevant/known), cite the full source, and acknowledge credit (permission granted). For art images, captions should include the artist's name (if relevant/known), title and/or description of the artwork, year of the artwork, year or time period (if known), medium, size, and archival location.

### *Tables*

Tables should be numbered and identified by number and by title. (For example: Table 3 Agricultural Production, 1935-1945.) Where necessary, include source and/or credit.

### *Numbers*

Spell out numbers from zero to ninety-nine; century numbers (nineteenth century); round numbers such as one hundred or one thousand; fractions and numbers that begin a sentence.

### *Supplementary Material /Data Files*

To support and enhance your manuscript, *VJEP* accepts electronic supplementary material, including supporting applications, high-resolution images, background datasets, sound or video clips, large appendices, data tables and other items that cannot be included in the article PDF itself. Authors should submit the material in electronic format together with the other manuscript files and supply a concise and descriptive caption for each file. In order to ensure that your submitted material is directly usable, please provide the data in one of the broadly accepted file formats for video, audio, etc. and limit the file size (e.g., for video: max. 3 GB). Supplementary files supplied will be published online at FigShare ([www.figshare.com](http://www.figshare.com)), to which reference is made in the published article on Brill Online Books and Journals, and vice versa.

For these text files, text should be preceded by a centered title header including the following on separate lines:

- *Video Journal of Education and Pedagogy* (Times New Roman, italics, 9 pt)
- Article title (Times New Roman, bold, 14 pt)
- First name + initial + family name of each author, with several authors separated by commas and the last one preceded by "and" (Times New Roman, bold, 10 pt) The heading "Supplementary material" (right-aligned, Times New Roman, bold, 12 pt) should then be followed by the supplementary text, tables



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and figures. Main text should be single spaced, concise, justified-aligned, in font type Times New Roman at size 12 pt. The supplementary file should be submitted in DOC(X) format and will be published online in PDF format.

## **Publication**

### *Proofs*

Upon acceptance, a PDF of the article proofs will be sent to authors by e-mail to check carefully for factual and typographic errors. Authors are responsible for checking these proofs and are strongly urged to make use of the Comment & Markup toolbar to note their corrections directly on the proofs. At this stage in the production process only minor corrections are allowed. Alterations to the original manuscript at this stage will result in considerable delay in publication and, therefore, are not accepted unless charged to the author. Proofs should be returned within promptly.

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