



Access
leading
journals in
your subject

Cambridge Core

Explore today at [cambridge.org/core](https://www.cambridge.org/core)

Cambridge **Core**



CAMBRIDGE
UNIVERSITY PRESS

SUBMISSION

1. *Australasian Journal of Special and Inclusive Education* (AJSE) accepts submissions through ScholarOne for online submission and peer review. To be reviewed for possible publication in this journal, authors must follow the instructions below. New users first need to create an account. Once logged on, submission must be made through the 'Author Centre.' At least two separate files need to be submitted online via <https://mc.manuscriptcentral.com/ajse>

Authors must submit

- a **Title Page**. This should include (a) article title; (b) name, credentials, affiliation, address, telephone number(s), and email address of the corresponding author; (c) the names, credentials, and affiliations of all authors; (d) any acknowledgements, financial disclosure information, including conflicts of interest statements, author notes, and/or other text that could identify the authors to reviewers; and (e) that this manuscript is an original work that has not been submitted to or published anywhere else. A word count and suggested running header of no more than 50 characters including spaces should also be provided, along with a maximum of 6 keywords. This document is separate from the article and not shared with the reviewers.

- the article document (**Main Document**). This document must be blinded and include an abstract not exceeding 200 words that provides a brief overview of the aims, method, and major findings.

2. **Review**. AJSE uses a double-blind review process. Manuscripts are initially assigned to an Editor and screened. If considered suitable for peer review, the manuscript is blind peer reviewed by at least two expert reviewers. The review process generally takes 3 to 4 months, not including any times of revision by the author. When reviews are returned, the Editor considers reviewers' comments, independently evaluates the manuscript, and makes an editorial decision to reject, request a revision with further peer review, request a revision subject to review by the Editor, or accept as is. Authors receive copies of (anonymous) reviewers' comments. Although feedback will usually be provided to authors, the Editor reserves the right to reject a manuscript for publication without providing a rationale for the decision. Final decisions regarding acceptance of a manuscript will be made by the Editor.

3. **Publishing Ethics**. AJSE considers all manuscripts on the strict condition that
 - the manuscript is your own original work, and does not duplicate any other previously published work, including your own previously published work;
 - the manuscript has been submitted only to the journal – it is not under consideration or peer review or accepted for publication or in press or published elsewhere;
 - all listed authors know of and agree to the manuscript being submitted to the journal; and
 - the manuscript contains nothing that is abusive, defamatory, fraudulent, illegal, libellous, or obscene.

By submitting your paper to AJSE you are agreeing to any necessary originality checks your paper may have to undergo during the peer review and production processes. The Editor will collaborate with Cambridge University Press using the guidelines of the Committee on Publication Ethics in cases of allegations of research errors, authorship complaints, multiple or simultaneous submission, plagiarism complaints, research results misappropriation, reviewer bias, and undisclosed conflicts of interest.

4. **Authorship**. All persons who have a reasonable claim to authorship must be named in the manuscript as co-authors; the corresponding author must be authorised by all co-authors to act on their behalf in all matters pertaining to publication of the manuscript, and the order of names should be agreed by all authors. Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content. Authorship credit should be based on
 - substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data;
 - drafting the article or revising it critically for important intellectual content; and
 - final approval of the version to be published.

Authors should meet all conditions. Acquisition of funding, collection of data, or general supervision of the research group alone does not constitute authorship.

5. **Manuscript Format and Style**. All manuscripts must be in English. Contributions should follow the format and style described in the *Publication Manual of the American Psychological Association* (6th ed.). Spelling and punctuation should conform to *The Macquarie Dictionary* (6th ed.). For matters of style not covered in these two publications, the *Style Manual for Authors, Editors and Printers* (6th ed.) should be consulted.
 - The preferred length for research articles and literature reviews is **no more than 7,000 words**, including abstract, references, tables, and figures. Manuscripts submitted for the *Special Education Perspectives* section of AJSE should not exceed 5,000 words. The Editor may, at his discretion, accept papers that exceed this length where it is clear that the complexity and importance of the content warrants a longer paper. In such cases, authors should provide a rationale for a lengthier contribution upon submission.
 - The Title Page and Main Document should be saved as Microsoft Word documents, double-spaced with minimum margins of 25 mm on all sides and in A4 page size. Times New Roman 12 pt size typeface is preferred.

- Authors should avoid language that can be seen as discriminating against people on account of disability, race, or gender.

- Uncommon abbreviations and acronyms should be explained. Full stops should not be used in abbreviations or acronyms.

- Use single quotation marks, except where 'a quotation is "within" a quotation', to introduce a word or phrase used as an ironic comment, as slang, or as an invented or coined expression. Use quotation marks the first time the word or phrase is used; do not use them again. Do not use quotation marks to introduce a technical or key term; italicise the term instead. Long quotations of 40 words or more should be formatted as a block quotation and italicised.

- Do not use any footnotes. Endnotes should be kept to a minimum and listed at the end of the text under the heading 'Notes'.

6. **Tables and Figures**. Both tables and figures should be titled with a short, concise description, numbered separately but consecutively, and referenced at least once in text. Tables and figures should be kept to a minimum.

7. **Tables** should be placed at the end of the manuscript, not in the main text. Their approximate positions in the text should be indicated by the words, 'Please insert Table X about here'. Horizontal and vertical lines should be used sparingly.

8. **Figures, graphs, illustrations and photographs** (not tables) should be prepared to the correct size and each one supplied as an individual file, separate to the manuscript file. Include placement instructions in the manuscript, such as 'Please insert Figure X about here'.

- Figures created in Microsoft Word, Excel, or PowerPoint need to be saved as PDFs.

- Figures created in a drawing program should be saved as EPS (encapsulated postscript) files.

- Figures created in Photoshop or other photographic software should be saved with a minimum resolution of 600 dpi and in TIFF format. Minimum resolution for scanned graphics is 300dpi for halftone work (e.g., photographs) and 600 dpi for line art, and these should also be in TIFF format. All figures and graphs should be in black and white line art (artwork that has only text and lines, no shades of grey or blocks of colour).

- All photographs should be supplied as separate files in JPEG or TIFF formats with a minimum 300 dpi resolution. (As a rough guide, the file size of each photograph should be above 200KB).

- Prior to submitting artwork, the separate figure files should be printed by the author to test that the fonts have been embedded correctly and there is no distortion in the artwork (e.g., lines and fonts reproduce cleanly with no jagged lines or fuzzy edges), as any such faults cannot be corrected by the publisher.

- A list of figure captions should follow the tables in the manuscript document.

9. **Acknowledgements**. Acknowledge individuals or organisations who provided advice or non-financial support. If there are no acknowledgements, include the heading 'Acknowledgements' followed by 'None'.

10. **Financial Support**. Provide details of the sources of financial and in-kind support for all authors, including grant numbers. Grants held by different authors should be identified as belonging to individual authors by the author's initials. Where no specific funding has been provided for research, please provide the following statement: 'This research received no specific grant from any funding agency, commercial, or not-for-profit sectors.'

11. **Conflicts of Interest**. Conflict of interest exists when an author has interests that might influence his or her judgement, even if that judgement is not influenced. Authors must disclose potential financial and any relevant non-financial conflicts of interest. This requirement applies to all authors named on a paper and to all categories of papers. If there are no conflicts of interest, include the heading 'Conflicts of Interest' followed by 'None'.

12. **References and citations** must be accurate and complete on submission and should follow the format and style described in the *Publication Manual of the American Psychological Association* (6th ed.). Prospective authors are requested to check the format used for referencing in a recent issue of AJSE and ensure all listings in their manuscript follow these conventions. Papers will be declined for publication if they have references that are found to be incomplete or inaccurate. References should be selective, appropriate, and easily accessible.

13. **Permissions**. The corresponding author is responsible for providing copies of permissions obtained for lengthy quotations or reprinted or adapted tables or figures. It is the responsibility of the author to check with the publisher or copyright owner regarding specific requirements for permission to adapt or quote from copyrighted material. Appropriate acknowledgement of the source must be given in your manuscript.

14. Minor amendments may be made by editorial staff following review to ensure that reasonable standards of content, presentation, and readability are maintained.

15. The Australian Association of Special Education Inc. does not hold itself responsible for statements made by contributors.

16. **Copyright**. To assure the integrity, dissemination, and protection against copyright infringement of published articles, you will be asked to assign us, via a Publishing Agreement, the copyright in your article. Under the conditions detailed on the Journal's standard transfer of copyright form, when an article is accepted, its authors are free to post their version of the accepted manuscript on a website or repository.

Contents

Editorial

- Special Issue: Preparing Special and Inclusive Educators for Their New Roles in the 21st Century 1
Umesh Sharma, Michael Arthur-Kelly and David Paterson

Articles

- Using High-Leverage Practices in Teacher Preparation to Reduce the Research-to-Practice Gap in Inclusive Settings 3
James McLeskey, Bonnie Billingsley and Deborah Ziegler
- (Re)-Defining ‘Teacher’: Preservice Teachers with Disabilities in Canadian Teacher Education Programs 17
Alina Wilson, Laura Sokal and Deb Woloshyn
- Canadian Preservice Teacher Views of Inclusive Physical Education 30
Brent Bradford and Tim Loreman

- Leadership, Inclusion, and Quality Education for All 49
Susan Carter and Lindy-Anne Abawi

- Leadership for Effective Inclusive Schools: Considerations for Preparation and Reform 65
Bonnie Billingsley, David DeMatthews, Kaylan Connally and James McLeskey

Special Education Perspectives

- Bridging the Research-to-Practice Gap: Implementing the Research-to-Practice Model 82
Christine Grima-Farrell

Obituary

- Vale Professor Simon H. Haskell AM, 1928–2018 92
Mike Steer

ISSN 2515–0731

Cambridge Core

For further information about this journal please go to the journal website at:

[cambridge.org/ajsie](https://doi.org/10.1017/ajs.2018.11)

<https://doi.org/10.1017/ajs.2018.11> Published online by Cambridge University Press

CAMBRIDGE
UNIVERSITY PRESS