LOCAL PRACTICES GLOBAL CONTEXTS  2013 ACAL Conference

Peer-reviewed academic paper – additional requirements
If you wish your paper to be peer-reviewed you must submit your full paper (3500 words – 5000 words maximum) by 1 August 2013 according to the criteria provided below. If you do not submit by this date, your paper will not be peer-reviewed but you will still be expected to present a session at the conference.

Review criteria are:
- **Abstract** presents a clear summary of the paper
- **Introduction** is clear and focused
- **Literature review** is current, relevant and coherent
- **Conceptual framework** is relevant and coherent
- **Research methodology and design** are clearly described and justified
- **Findings/analysis** is systematic and logical
- **Discussion/implications** clearly relate to the findings/analysis, conceptual framework and literature
- **Conclusion** is clear and focused

**General criteria**
The paper:
- contributes to adult literacy and numeracy practice and/or policy and/or the body of literacy and numeracy/ adult learning research and scholarship
- is coherent as a whole
- is free of spelling, punctuation and grammatical errors
- is appropriately and accurately referenced using the style outlined below:

**References in the text**
References in the text should give the author’s name and year of publication (with page numbers where the source is quoted) in the following style:

‘There is a genuine debate among economists as to how pervasively American workplace is being restructured, and thus how much current work truly requires and fosters these new basics’ (Rose 2004: 210).

A strong case for numeracy as a source for empowerment is made by Benn (1997).

**Do not use 'ibid' or footnotes.**
Use single quotation marks (‘….’), rather than double ("...") except for quotes within quotes.
Italics should only be used when quoting data.
Avoid the use of footnotes for showing references.

**Reference list**
List references in alphabetical order by the author’s surname. Only list sources that have been cited in the text. Some examples are shown below:

Benn, R (1997) *Adults Count Too: Mathematics for empowerment*, NIACE, Leicester, UK.

Authors of accepted papers may be invited to submit their paper to *Literacy and Numeracy Studies: An international journal on the education and training of adults.*

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