



Attn. authors: beginning with Vol. 61, Issue 1 (2024), *Journal of Educational Measurement* will be moving online-only!

## Author Guidelines for Submitting a Manuscript

1. Before submitting a manuscript to the *Journal of Educational Measurement (JEM)*, make sure the content of your manuscript is a good fit for the journal. Please read the overview of *JEM* to determine if your manuscript would or would not be a good fit. The overview is available at:

[http://onlinelibrary.wiley.com/journal/10.1111/\(ISSN\)1745-3984/homepage/ProductInformation.html](http://onlinelibrary.wiley.com/journal/10.1111/(ISSN)1745-3984/homepage/ProductInformation.html).

2. Manuscripts are accepted for consideration with the understanding that they are original material and are not currently being considered for publication elsewhere. The latest issue of *JEM* contains the name and address of the person to whom manuscripts should be submitted.

3. The text of manuscripts submitted for publication should conform to the style of the Publication Manual of the American Psychological Association (7th ed.) For details, see <http://www.apastyle.org/>. The basic elements of the APA format are summarized below.

- a. Manuscripts should be typed, doubled-spaced on U.S. letter size paper (8.5 inch \* 11 inch) with 1-inch margins on all sides. All the text should be Times New Roman font with 12 point. Manuscript length should not exceed 35 pages, including all tables, figures, appendices, notes, and references. Subheadings should be used to effectively organize and develop your ideas and to aid the reader's comprehension and break the monotony of lengthy texts. Abbreviations and acronyms must be written out completely and followed immediately by its abbreviation in parentheses on its first appearance. All pages should be numbered consecutively. The tables and figures should be included within the text of the manuscript (rather than at the end of the manuscript).
4. Each manuscript must be accompanied by an abstract of not more than 200 words. The first text page of the article should have the complete title. APA recommends that the length for a title does not exceed 12 words. Subsequent pages may carry a running head. All information including author identification must be removed from the manuscript.
  - a. **Submitting authors should keep their identities anonymous by not citing their own work excessively or gratuitously. For example, references to unpublished reports or conference papers should be avoided. Please do not blind a reference to a previous publication (i.e., "Author YYYY") if it is clearly relevant to the present study as this simply makes the identity of the submitting author(s) all the more obvious.**

5. Acceptable formats for submitted manuscripts are Microsoft Word (.doc or .docx) or LaTeX.
  - a. If submitting your manuscript file in LaTeX format via Research Exchange, select the file designation “Main Document – LaTeX .text File” on upload. When submitting a LaTeX Main Document, you must also provide a PDF version of the manuscript for Peer Review. Please upload this file as “Main Document - LaTeX PDF.” All supporting files that are referred to in the LaTeX Main Document should be uploaded as a “LaTeX Supplementary File.” We recommend reviewing [New Journal Design LaTeX template | Wiley](#).
6. All tables, charts, graphs, and equations must be submitted in an editable format (e.g., Microsoft Excel, Equation Editor, or LaTeX).
  - a. There are three preferred formats for digital artwork submission: Encapsulated PostScript (EPS), Portable Document Format (PDF), and Tagged Image Format (TIFF). We suggest that **line art** be saved as EPS files. Alternately, these may be saved as PDF files at 600 dots per inch (dpi) or better at final size. **Tone art**, or photographic images, should be saved as TIFF files with a resolution of 300 dpi at final size. For **combination figures**, or artwork that contains both photographs and labeling, we recommend saving figures as EPS files, or as PDF files with a resolution of 600 dpi or better at final size. A guide to submitting digital artwork is available at [http://media.wiley.com/assets/7323/92/electronic\\_artwork\\_guidelines.pdf](http://media.wiley.com/assets/7323/92/electronic_artwork_guidelines.pdf).
7. Any manuscript with significant deviations from the guidelines above will not be sent out for review.

## Artificial Intelligence Generated Content

For the latest guidance on Artificial Intelligence Generated Content (AIGC) tools—such as ChatGPT and others based on large language models (LLMs) - please see [Wiley's Best Practice Guidelines on Research Integrity and Publishing Ethics](#).

## Logistics of Manuscript Submission

The *Journal of Educational Measurement* prefers to receive all manuscript submissions electronically using [Research Exchange submission portal](#).

Once the submission materials have been prepared in accordance with the author guidelines, new submissions should be made online via the Research Exchange submission portal:

<https://wiley.typonrex.com/journal/JEDM>

For technical help with the submission system, please review [Wiley's Research Exchange Author Help Documents](#) or contact [submissionhelp@wiley.com](mailto:submissionhelp@wiley.com).

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## Manuscript Review Procedures

Each manuscript submitted to *JEM* will be screened for consistency with the editorial policies of the journal. If found to be appropriate for *JEM*, manuscripts will be sent, with author identification removed, to at least three qualified reviewers. Upon receiving the recommendations of reviewers, the Editor will report a decision to the author, including reasons for the decision and the comments of reviewers. (**NOTE:** Reviewers remain anonymous to the author. Each reviewer receives a copy of the Editor's letter to the author and the other reviewers' comments. The review process typically takes two to three months, but exceptional cases may require more or less time.)

## Final Manuscript

The tables and figures to be published are reproduced photographically from camera-ready copy provided by the author. Final version of accepted manuscripts must include originals of all figures and tables, as hard copy and/or appropriate electronic format. All figures should be submitted one to a page, with titles on a separate page. Tables must be presented one to a page in APA style, with the exceptions that (a) the table number and title should be centered and not underlined and (b) single rather than double spacing should be used; all table columns must have a heading.

## Supplementary Materials

The NCME Website can be used for the posting of supplementary materials associated with articles in *JEM* if the author of the journal article chooses to do so. These materials might include software, reference data sets, appendices, graphs, and tables. The material is to be posted only upon publication of the journal article and will have no bearing whatsoever on publication decisions. Color figures can be included in the online version of an article for free.

## *JEM* Review Section

The Editor of *JEM* appoints a Review Editor, subject to Board approval. The Review Editor solicits and manages reviews of publications of interest to the readership of *JEM*.

Reviews are included in *JEM* to provide up-to-date information about the content and quality of new publications and software in the field of educational measurement. Reviews of all publications and materials, including software, are expected to be both descriptive and evaluative in character. They are intended primarily, although not exclusively, for readers who make practical use of measurement in various kinds of educational settings.

The policy of *JEM* is to publish only solicited reviews. At least two reviews of the same publication will occasionally be included. Insofar as feasible, authors of publications will be invited to respond to reviews that are critical of their works.

The Review Editor welcomes suggestions regarding particular publications or types of publications for which reviews would be most helpful.

## Comments

Comments on technical or substantive issues addressed in articles previously published in *JEM* are encouraged. Comments will be reviewed, and the author of the original article will be invited to respond. In keeping with NCME policy, the final decision on whether to publish the comment and/or the response will rest with the Editor.

## Special Issues

It has been traditional practice for each *JEM* Editor to publish one special issue of invited papers during that Editor's term; a Guest Editor may be selected for the special issue. Such an issue is devoted to a topic of major current importance in educational measurement. The papers for a special issue are subject to the same review process as unsolicited papers.

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