







Home ► All Journals ► Education ► Interactive Learning Environments ► Instructions for Authors

Interactive Learning Environments

Submit an article ~

About this iournal

Browse all articles & issues ~

Alerts & RSS feed v

Buy a subscription

Ready to submit?

Start a new manuscript submission or continue a submission in progress

Go to submission site 🗹

Submission information

- > Instructions for authors
- **▶** Editorial policies **☑**

Editing services

➤ Editing services site

Instructions for authors

Thank you for choosing to submit your paper to us. These instructions will ensure we have everything required so your paper can move through peer review, production and publication smoothly. Please take the time to read and follow them as closely as possible, as doing so will ensure your paper matches the journal's requirements.

We offer a range of editing, manuscript preparation and post publication services to assist you in preparing your manuscript for submission, increase your chance of acceptance, or

broaden the readership of your article. General guidance on every stage of the publication process is available at our <u>Author Services website</u>.

Contents

- About the Journal
- Open Access
- Peer Review and Ethics
- Preparing Your Paper
 - Article Types
 - Format-Free Submission
 - Taylor & Francis Editing Services
 - Checklist: What to Include
- Using Third-Party Material
- Submitting Your Paper
- Data Sharing Policy
- Publication Charges
- Copyright Options
- My Authored Works

About the Journal

Interactive Learning Environments is an international, peer-reviewed journal publishing high-quality, original research. Please see the journal's <u>Aims & Scope</u> for information about its focus and peer-review policy.

Please note that this journal only publishes manuscripts in English.

Interactive Learning Environments accepts the following types of article:

- Research Article
- Data Note

Open Access

You have the option to publish open access in this journal via our Open Select publishing program. Publishing open access means that your article will be free to access online

immediately on publication, increasing the visibility, readership and impact of your research. Articles published Open Select with Taylor & Francis typically receive 35% more citations* and over 5 times as many downloads** compared to those that are not published Open Select.

Your research funder or your institution may require you to publish your article open access. Visit our <u>Author Services</u> website to find out more about open access policies and how you can comply with these.

You will be asked to pay an article publishing charge (APC) to make your article open access and this cost can often be covered by your institution or funder. Use our <u>APC finder</u> to view the APC for this journal.

Please visit our <u>Author Services website</u> if you would like more information about our Open Select Program.

*Citations received up to 7th August 2024 for articles published in 2019-2023. Data obtained on 7th August 2024, from Digital Science's Dimensions platform, available at https://app.dimensions.ai **Usage in 2021-2023 for articles published in 2019-2023.

Peer Review and Ethics

Taylor & Francis is committed to peer-review integrity and upholding the highest standards of review. Once your paper has been assessed for suitability by the editor, it will then be single anonymous peer reviewed by one independent, anonymous expert. If you have shared an earlier version of your Author's Original Manuscript on a preprint server, please be aware that anonymity cannot be guaranteed. Further information on our preprints policy and citation requirements can be found on our <u>Preprints Author Services page</u>. Find out more about <u>what to expect during peer review</u> and read our guidance on <u>publishing ethics</u>.

Preparing Your Paper

Article Types

Research Article

- Should be written with the following elements in the following order: title page; abstract; keywords; main text introduction, materials and methods, results, discussion; acknowledgments; declaration of interest statement; references; appendices (as appropriate); table(s) with caption(s) (on individual pages); figures; figure captions (as a list)
- Should be between 2,000 and 6,000 words, inclusive of:
 - Tables
 - References
 - Figure or table captions
 - Footnotes
 - o Fndnotes
- Should contain an unstructured abstract of 200 words.
- Should contain between 3 and 6 **keywords**. Read making your article more discoverable, including information on choosing a title and search engine optimization.

Data Note

- Should be written with the following elements in the following order: title page; abstract; keywords; main text introduction, materials and methods, results, discussion; acknowledgments; declaration of interest statement; references; appendices (as appropriate); table(s) with caption(s) (on individual pages); figures; figure captions (as a list)
- Should be between 2,000 and 6,000 words, inclusive of:
 - Tables
 - References
 - Figure or table captions
 - Footnotes
 - Endnotes
- Should contain an unstructured abstract of 200 words.
- Should contain between 3 and 6 **keywords**. Read making your article more discoverable, including information on choosing a title and search engine optimization.

Format-Free Submission

Authors may submit their paper in any scholarly format or layout. Manuscripts may be supplied as single or multiple files. These can be Word, rich text format (rtf), open document format (odt), PDF, or LaTeX files. Figures and tables can be placed within the text or submitted as separate documents. Figures should be of sufficient resolution to enable refereeing.

- There are no strict formatting requirements, but all manuscripts must contain the essential elements needed to evaluate a manuscript: abstract, author affiliation, figures, tables, funder information, and references. Further details may be requested upon acceptance.
- References can be in any style or format, so long as a consistent scholarly citation format is applied. For manuscripts submitted in LaTeX format a .bib reference file must be included. Author name(s), journal or book title, article or chapter title, year of publication, volume and issue (where appropriate) and page numbers are essential. All bibliographic entries must contain a corresponding in-text citation. The addition of DOI (Digital Object Identifier) numbers is recommended but not essential.
- The journal reference style will be applied to the paper post-acceptance by Taylor & Francis.
- Spelling can be US or UK English so long as usage is consistent.

Note that, regardless of the file format of the original submission, an editable version of the article must be supplied at the revision stage.

Taylor & Francis Editing Services

To help you improve your manuscript and prepare it for submission, Taylor & Francis provides a range of editing services. Choose from options such as English Language Editing, which will ensure that your article is free of spelling and grammar errors, Translation, and Artwork Preparation. Taylor & Francis Editing Services can also help you create research promotion materials, including infographics, video abstracts, lay summaries and graphical abstracts, to support your article's impact. For more information, including pricing, visit this website.

Checklist: What to Include

1. **Author details.** Please ensure all listed authors meet the Taylor & Francis authorship criteria. All authors of a manuscript should include their full name and affiliation on the cover page of the manuscript. Where available, please also include ORCiDs and social media handles (Facebook, Twitter or LinkedIn). One author will need to be identified as the corresponding author, with their email address normally displayed in the article PDF (depending on the journal) and the online article. Authors' affiliations are the affiliations where the research was conducted. If any of the named co-authors moves affiliation during

the peer-review process, the new affiliation can be given as a footnote. Please note that no changes to affiliation can be made after your paper is accepted. Read more on authorship.

- 2. **Graphical abstract** (optional). This is an image to give readers a clear idea of the content of your article. It should be a maximum width of 525 pixels. If your image is narrower than 525 pixels, please place it on a white background 525 pixels wide to ensure the dimensions are maintained. Save the graphical abstract as a .jpg, .png, or .tiff. Please do not embed it in the manuscript file but save it as a separate file, labelled GraphicalAbstract1. Taylor & Francis Editing Services provides a graphical abstract creation service for a fee.
- 3. You can opt to include a **video abstract** with your article. Find out how these can help your work reach a wider audience, and what to think about when filming. Taylor & Francis Editing Services provides a video abstract creation service for a fee.
- 4. **Funding details.** Please supply all details required by your funding and grant-awarding bodies as follows:

For single agency grants

This work was supported by the [Funding Agency] under Grant [number xxxx].

For multiple agency grants

This work was supported by the [Funding Agency #1] under Grant [number xxxx]; [Funding Agency #2] under Grant [number xxxx]; and [Funding Agency #3] under Grant [number xxxx].

- 5. **Disclosure statement.** This is to acknowledge any financial or non-financial interest that has arisen from the direct applications of your research. If there are no relevant competing interests to declare please state this within the article, for example: *The authors report there are no competing interests to declare*. Further guidance on what is a conflict of interest and how to disclose it.
- 6. **Biographical note.** Please supply a short biographical note for each author. This could be adapted from your departmental website or academic networking profile and should be relatively brief (e.g. no more than 200 words).
- 7. **Data availability statement.** If there is a data set associated with the paper, please provide information about where the data supporting the results or analyses presented in the paper can be found. Where applicable, this should include the hyperlink, DOI or other persistent identifier associated with the data set(s). Templates are also available to support authors.
- 8. **Data deposition.** If you choose to share or make the data underlying the study open, please deposit your data in a recognized data repository prior to or at the time of submission. You will be asked to provide the DOI, pre-reserved DOI, or other persistent identifier for the data set.

- 9. **Supplemental online material.** Supplemental material can be a video, dataset, fileset, sound file or anything which supports (and is pertinent to) your paper. Articles with extenders, such as infographics or video summaries, are up to 108% more likely to be downloaded (based on data in May 2024 from Plain Language Summary of Publication and Clinical Trial Protocol articles published in Future Oncology in 2023). We publish supplemental material online via Figshare. Find out more about supplemental material and how to submit it with your article. Taylor & Francis Editing Services can help you create research promotion materials, including infographics, video abstracts, lay summaries and graphical abstracts, to support your article's impact. For more information, including pricing, visit this website.
- 10. **Figures.** Figures should be high quality (1200 dpi for line art, 600 dpi for grayscale and 300 dpi for colour, at the correct size). Figures should be supplied in one of our preferred file formats: PS, JPEG, TIFF, or Microsoft Word (DOC or DOCX) files are acceptable for figures that have been drawn in Word. For information relating to other file types, please consult our Submission of electronic artwork document.
- 11. **Tables.** Tables should present new information rather than duplicating what is in the text. Readers should be able to interpret the table without reference to the text. Please supply editable files.
- 12. **Equations.** If you are submitting your manuscript as a Word document, please ensure that equations are editable. More information about mathematical symbols and equations.
- 13. **Units.** Please use SI units (non-italicized).

Using Third-Party Material

You must obtain the necessary permission to reuse third-party material in your article. The use of short extracts of text and some other types of material is usually permitted, on a limited basis, for the purposes of criticism and review without securing formal permission. If you wish to include any material in your paper for which you do not hold copyright, and which is not covered by this informal agreement, you will need to obtain written permission from the copyright owner prior to submission. More information on requesting permission to reproduce work(s) under copyright.

Submitting Your Paper

This journal uses Routledge's <u>Submission Portal</u> to manage the submission process. The Submission Portal allows you to see your submissions across Routledge's journal portfolio

in one place. To submit your manuscript please click here.

Please note that *Interactive Learning Environments* uses <u>Crossref™</u> to screen papers for unoriginal material. By submitting your paper to *Interactive Learning Environments* you are agreeing to originality checks during the peer-review and production processes.

On acceptance, we recommend that you keep a copy of your Accepted Manuscript. Find out more about <u>sharing your work</u>.

Data Sharing Policy

This journal applies the Taylor & Francis <u>Basic Data Sharing Policy</u>. Authors are encouraged to share or make open the data supporting the results or analyses presented in their paper where this does not violate the protection of human subjects or other valid privacy or security concerns.

Authors are encouraged to deposit the dataset(s) in a recognized data repository that can mint a persistent digital identifier, preferably a digital object identifier (DOI) and recognizes a long-term preservation plan. If you are uncertain about where to deposit your data, please see this information regarding repositories.

Authors are further encouraged to <u>cite any data sets referenced</u> in the article and provide a <u>Data Availability Statement</u>.

At the point of submission, you will be asked if there is a data set associated with the paper. If you reply yes, you will be asked to provide the DOI, pre-registered DOI, hyperlink, or other persistent identifier associated with the data set(s). If you have selected to provide a pre-registered DOI, please be prepared to share the reviewer URL associated with your data deposit, upon request by reviewers.

Where one or multiple data sets are associated with a manuscript, these are not formally peer-reviewed as a part of the journal submission process. It is the author's responsibility to ensure the soundness of data. Any errors in the data rest solely with the producers of the data set(s).

Publication Charges

There are no submission fees, publication fees or page charges for this journal.

Color figures will be reproduced in color in your online article free of charge.

Copyright Options

Copyright allows you to protect your original material, and stop others from using your work without your permission. Taylor & Francis offers a number of different license and reuse options, including Creative Commons licenses when publishing open access. Read more on publishing agreements.

My Authored Works

On publication, you will be able to view, download and check your article's metrics (downloads, citations and Altmetric data) via My Authored Works on Taylor & Francis Online. This is where you can access every article you have published with us, as well as your free eprints link, so you can quickly and easily share your work with friends and colleagues.

We are committed to promoting and increasing the visibility of your article. Here are some tips and ideas on how you can work with us to <u>promote your research</u>.

Queries

If you have any queries, please visit our <u>Author Services website</u> or contact us <u>here</u>.

Updated 7th November 2024

Sample our Education journals, sign in here to start your access, latest two full volumes FREE to you for 14 days

T&F Editing Services

Did you know that professionally edited manuscripts are accepted more than twice as often? Improve your chances of publication with our comprehensive article preparation services

Language editing & journal formatting

Scientific editing

Video abstract

Manuscript formatting

Check your language score for free!

View all editing services

Information for Open access

Authors Overview

R&D professionals Open journals

Editors Open Select

Librarians Dove Medical Press

Societies F1000Research

Opportunities Help and information

Reprints and e-prints

Help and contact

Advertising solutions Newsroom

Accelerated publication All journals

Corporate access solutions Books

Keep up to date

Register to receive personalised research and resources by email



Sign me up













Copyright © 2025 Informa UK Limited Privacy policy Cookies Terms &

conditions Accessibility

Registered in England & Wales No. 01072954 5 Howick Place | London | SW1P 1WG