

Intervention in School and Clinic (ISC) is a practitioner-oriented journal designed to provide practical, research-based ideas to educators who work with students with severe learning disabilities and emotional/behavioral problems. Emphasis is placed on providing strategies and techniques that can be easily implemented in school or clinic settings and that address the multifaceted needs of students with severe learning disabilities and emotional/behavioral problems. Specifically, articles should target curricular, instructional, social, behavioral, assessment, and vocational strategies and techniques and have direct application to the classroom setting. ISC is published five times per year.

Types of Articles

The following types of articles are considered for publication:

Feature articles (9–18 manuscript pp) should discuss one specific technique/strategy that can be implemented in school or clinic settings. *Because the purpose of ISC is to translate research into practice, language in the articles should be “user friendly” to facilitate educator use of the strategies discussed in the article.* For example, articles can include first-person references, when appropriate. In addition, vignettes or examples that clarify content are encouraged. Authors are encouraged not to write an extensive review of literature but to overview in one paragraph (a) the need for the technique/strategy and (b) types of students who would benefit from it. Include a thorough description of the topic as well as a brief overview of how to evaluate its effectiveness. References of data-based materials may be listed at the end of the article. The use of reproducible items, photographs, and tables that easily illustrate article content is encouraged.

Behavior Management (3–5 manuscript pp) identifies problem behavior and provides analyses of the causes, along with strategies for teachers, parents, and students to apply to the situations.

Books and More (appx. 3 manuscript pp) offers brief reviews of books, videos, educational games, and software of interest to field-based practitioners. Six to eight materials are reviewed.

Collaboration Forum (3–5 manuscript pp) discusses opportunities for collaboration in a variety of settings; also describes collaborations and partnerships that have been found to be particularly effective.

Current Topics in Review (3–10 manuscript pp) reviews current and emerging topics of interest to practitioners.

Diversity Dispatches (3–5 manuscript pp) covers diversity issues that affect educators and service providers of students with disabilities.

An Interview With . . . provides readers with perspectives from an educator, a student with special needs, an administrator, a parent, or a leader in the field of special education. The author will discuss research, professional opinion, and other topics related to current issues and trends.

Policy and Law Briefs (3–5 manuscript pp) provides explanations and implications for existing laws and legislation that affect the field of special education; offers updates on new legislation under review.

Technology Trends (3–5 manuscript pp) reviews recent software or innovative uses of technology with students with severe learning disabilities and emotional/behavioral problems.

20 Ways To . . . column (2–3 manuscript pp) is a brief listing of 20 techniques related to a specific theme, for example, 20 Ways to Modify a Test, 20 Ways to Create Graphic Organizers, 20 Ways to Encourage Students to Read.

What Works for Me (2–10 manuscript pp) offers suggestions from practitioners on instructional strategies, lesson plans, and management techniques that are designed to help learners with severe learning disabilities and emotional/behavioral problems profit from instruction in a variety of educational settings.

Manuscript Preparation

ISC prefers to receive all manuscript submissions electronically.

Please note: This journal does not accept Microsoft Word 2007 (for Vista operating system) documents at this time. Please use Word’s “Save As” option to save your document as an older (.doc) file type.

Guidelines specified in the *Publication Manual of the American Psychological Association* (APA; 5th edition, 2001) should be followed. Pay particular attention to the sections concerning guidelines for nonsexist language (APA 2.13, p. 66), avoiding ethnic bias (2.15, pp. 67), and disabilities (2.16, p. 69).

General

1. Because this journal uses blind peer review, make sure that the files you load during submission DO NOT CONTAIN ANY IDENTIFYING INFORMATION, such as author names, acknowledgments, or bios. You will provide this information later if your manuscript is accepted for publication. Make sure your file names do not include an author name.
2. Articles should be double spaced, using left alignment, a nonproportional font, and 12-pt. type. Include the title of the paper, an abstract of no more than 150 words, and 4 to 5 keywords.
3. Set all margins to 1 inch.
4. Format for 8½ in. × 11 in. paper. Do not format for A4 paper.
5. Please type all copy upper and lower case—do not use all capitals or small capitals.
6. Place all figures and tables in a separate file. Indicate the location of tables and figures in text in boldface, enclosed in angle brackets, on a separate line.
Example: <Fig. 1 here>
7. Please use your tab key and centering functions to do head alignment, paragraph indents, etc. DO NOT USE THE SPACE BAR.
8. Use endnotes as sparingly as possible. Number them with Arabic numerals starting with 1 and continuing through the article; for example: “(see Note 1).” Do not use footnotes.

Artwork

Figures must be provided as production-ready. Do not use rules or tick marks smaller than 1 point in size. Acceptable electronic formats for figures or other art are: TIFF, EPS, Word, or Excel. If you have trouble loading Excel files, copy and paste them into a Word document. Scans must be at least 300 dpi (also sometimes called lpi). Scans done at lower resolutions will have a very poor print quality even if they look crisp and clear on a laser printout.

Permissions

Obtaining **written permissions** for material such as figures, tables, art, and extensive quotes taken directly—or adapted in minor ways—from another source **is the author's responsibility, as is payment of any fees the copyright holder may require**. Because permissions **often take a considerable amount of time to be granted**, authors should start the request process as soon as possible. Authors should never assume that material taken from software or downloaded from the Internet may be used without obtaining permission. Each source must be investigated on a case-by-case basis. Authors can download the Sage Permissions Request form at <https://mc.manuscriptcentral.com/isc>. The form has been written to cover all necessary provisions; however, copyright holders may require use of their own form. In these cases, the author should read any forms carefully to make sure that the language is broad enough to allow publication in all formats, worldwide, as well as in both electronic and print versions. Failure to obtain permission will result in either removal of the particular item or the article being pulled from the journal issue.

Manuscript Submission

Manuscripts should be submitted online through Manuscript Central.

Starting the Submissions Process

1. Launch your Web browser (Internet Explorer 5 or higher, Netscape 6 or higher, or Mozilla Firefox) and go to the Manuscript Central homepage (<https://mc.manuscriptcentral.com/isc>).
2. Log in or click the "Create Account" option if you are a first-time user of Manuscript Central.
3. If you are creating a new account:
 - After clicking on "Create Account" enter your name and e-mail information and click "Next." **Your e-mail information is very important**. Continue entering information as prompted.
 - Enter a user ID and password of your choice (we recommend using your e-mail address as your user ID) and then select your areas of expertise. Click "Finish" when done.
4. Log in and select "Author Center."

Submitting Your Manuscript

Make sure you have the following items and information available: your original manuscript files; keywords for the manuscript subject matter; all coauthors' full names, addresses (city/state), and e-mail addresses; # of figures, # of tables, # of words in the manuscript; if the manuscript is for a special issue; if you submitted manuscript previously, and if so, ID number assigned by the journal editorial office.

5. After you have logged in, go to the Author Center and click the "Submit a Manuscript" link.
6. Enter data as prompted, clicking the "Next" button to save your work and advance.
7. You will be prompted to upload your files:
 - Click on the "Browse" button and locate the file on your computer.
 - Select the description of the file in the drop down next to the Browse button.
 - When you have selected all files you wish to upload, click the "Upload" button.
8. Review your submission (in both PDF and HTML formats) before sending. Click the "Submit" button when you are done reviewing.

Copyright

After your article has been accepted for publication, please go to the journal's Manuscript Central Web site to obtain the Transfer of Copyright form. Please download, fill this out, and send it to the ISC editorial office: **Fax: 702/895-2669**.

Ordering Reprints

Information regarding reprints will be sent with the complimentary printed copy of the journal issue in which your article appears.

Journal Contact Information

Dr. Randall Boone and Dr. Kyle Higgins

Dept. of Special Education
University of Nevada at Las Vegas
4505 Maryland Parkway
Las Vegas, NV 89154-3014
intervention@unlv.edu