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STEM Journal*.**



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**Publisher**, Steven A. Barbato, DTE  
**Editor-in-Chief**, Kathleen B. de la Paz  
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**Editor/Layout**, Kathie F. Cluff

**Article Submissions**  
All contributions for review should be sent to:  
Kathleen B. de la Paz, Editor in Chief  
at: [kdelapaz@iteea.org](mailto:kdelapaz@iteea.org)



ITEEA Elementary STEM Council

the elementary STEM journal

# guidelines

## FOR SUBMITTING ARTICLES FOR *THE ELEMENTARY STEM JOURNAL*

**When submitting articles for *The Elementary STEM Journal* (formerly *Children's Technology and Engineering*), please follow the guidelines below:**

### general guidelines

- Give the article an appropriate and interesting title (eight words or fewer). The title should reflect the theme but not be exactly the same wording.
- Keep the text to no more than the recommended word count for your article (Article: 1550; Activity, Books to Briefs, Career Connections, Literacy Strategies: 1100; Editorial, CC President's Message, Quick Activity: 550).
- Use straightforward language and an informal style.
- Submit the article by email to [kdelapaz@iteea.org](mailto:kdelapaz@iteea.org), preferably in MS Word.
- Photographs and illustrations should be submitted to [kcluff@iteea.org](mailto:kcluff@iteea.org). See image submission guidelines below. Make sure you have permission to publish photographs of children and/or their work. The editorial board and ITEEA cannot take responsibility for this.
- Add the name, job title/role, and email contact information of each contributor to the article at the end of the text.

### images

- **Images** must be high resolution (300 dpi or higher) and submitted as separate image files. Images embedded in (or submitted as) a Word document are not acceptable.
- If you are unsure of how to create a high-resolution image, consult your camera's or smartphone's owners' manual to determine which setting(s) will provide a 300 dpi image.
- **Internet Images** – Do not use images that have been copied from the internet. These images are almost always low resolution, and their use may infringe upon copyright laws.
- **Photo Releases** – All photographs must be accompanied by signed release forms for identifiable parties. If the subject in the photo is a minor, the parent(s) must sign the release form. The parental release form is available at [www.iteea.org/File.aspx?id=53856&v=33b9cf11](http://www.iteea.org/File.aspx?id=53856&v=33b9cf11).

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