

**ACCE – Australian Council for Computers in Education**

**Publications Policy – Last Updated March 2014**

*A copy of this document appears on the ACCE website <http://www.acce.edu.au>*

**DOCUMENT HISTORY**

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Amended (version 10)	March 2014

**CONNECTIONS**

ACCE Publications Policy is to be read in conjunction with

- ACCE Conference Policy
- ACCE Conference Guidelines
- ACCE Copyright Policy

Material published under the auspices of the Australian Council for Computers in Education (ACEC) is governed by the following policy and overseen by the ACCE Publications Officer on behalf of the ACCE Board.

### 1. **PUBLICATIONS OFFICER/AUSTRALIAN EDUCATIONAL COMPUTING (AEC) Editor**

The ACCE Board appoints a Publications Officer of the ACCE. The Publications Officer is normally also appointed as the Editor of Australian Educational Computing, the official journal of the ACCE. The Publications Officer/Editor reports to the ACCE Board. The Board reviews the position of Publications Officer/Editor at the AGM.

The role of the Publications Officer is to act as a channel of communication between

- the ACCE and the member organisation or group responsible for production of the national journal and national conference proceedings; and
- any other organisation from time to time contracted to produce publications on behalf of ACCE.

The role of the Editor is to oversee the publication of Australian Educational Computing and includes

- maintaining cognisance of journal expenditure and to provide a detailed report, including financial statement for each individual journal production, number of contributions received/rejected, and proposed future themes to ACCE Board meetings as appropriate;
- recommending to the ACCE Board appointments to the Editorial Board of the journal and ensuring Editorial Board members are appropriate for the position;
- overseeing the production of each edition of the journal including online publication, and ensuring that all relevant organizations are notified when each edition is published;
- ensuring that the style of the journal and the style of the proceedings as set out below is maintained or bring to the Board proposals for change; and
- ensuring the ACCE Publication and Copyright Policy is implemented,

### 2. **AUSTRALIAN EDUCATIONAL COMPUTING**

The Editor will undertake to oversee the publication of a minimum of two issues of the Journal each year. Normally, one edition will be published in June and one will be published in December of each year.

#### 1. **Purpose of the Journal**

The journal publishes content relevant to the membership of the Australian Council for Computers in Education and its member organisations. It provides a vehicle for the publication of articles for which a national audience is appropriate. Articles fall into a number of categories including

- those relating to research in the use of technology in education that are likely to be of interest to a wide cross-section of teachers;
- papers from keynote speakers at national conferences; and
- results of Australian or international research.

In addition there are a number of educators who are exploring new ideas about the use of computers in the classroom and who are writing articles of national interest.

The journal may contain reprinted articles from sister international organisations such as ISTE and IFIP, however the majority of articles should be Australian content.

The Editor should select exceptional Australian refereed papers for forwarding to the ISTE Journal and the IFIP TC3 Journal for consideration for publication at international level, with acknowledgement as per the ACCE Copyright Policy.

#### 2. **Format/Style/Content**

AEC will be published as an online journal at the following URL <http://www.acce.edu.au/journal> in a format approved by the Board.

The following information will be included

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- the ISSN number and ACCE ABN;
- the names and contact details of the Editors and the Editorial Board;
- advice to potential contributors including procedures for refereeing;
- the name and contact details of each member organisation;
- the AEC Publication Procedures and Copyright Policy; and
- promotion of ACCE and member organisation events.

The following content will be included in each edition

- a President's Report;
- an Editorial; and
- articles/stories/information relevant to the readership.

A proportion of the articles will be double blind refereed. Articles that are refereed will be clearly indicated.

### 3. **Journal Subscription**

The journal is freely available online to the educational community.

### 3. **ACEC CONFERENCE PROCEEDINGS**

The ACEC conference proceedings are published by the member organisation hosting the biennial conference, on behalf of ACCE. The proceedings will be published online, at the ACCE website. The ACCE Copyright Policy should be published with the proceedings. A foreword should be provided by the ACCE President. Papers can be double blind refereed or non-refereed. Articles that are refereed will be clearly indicated.

### 4. **OCCASIONAL PUBLICATIONS**

The ACCE will from time to time publish other publications. Suggestions and bids for such publications should be forwarded to the Board via the Publications Officer in writing covering such issues as budget, ownership and distribution.