Call for Proposal Submission

2019 The Book of Selected Readings

The Book of Selected Readings (TBSR) is a peer-reviewed, annual IVLA publication selected primarily from papers based on the annual conference presentations. The publication has served as an important reference point for current research and issues concerning visual literacy. Besides providing seasoned scholars with an outlet for their work, one of the goals of this volume is to enable new scholars to publish their studies. TBSR is inclusive and serves as a place for scholars to publish their research, promote their work, and connect with their audience.

Criteria for Selection

All presenters at the annual IVLA conference are invited to submit a proposal (approximately 500-1,000 words excluding references) for article/book chapter consideration. The editorial team will select those proposals they deem appropriate and relevant for the publication. In order for manuscripts to be considered they must be:

- Based on presentations from recent IVLA annual conferences.
- Narrative includes a definition of visual literacy based on the current literature.
- Submitted manuscript is supported by appropriate images, illustrations or photographs.
- Writing should follow the APA style format.
- Submitted for consideration by December 1, 2019 to Dr. Danilo M. Baylen, dbaylen1@yahoo.com

Editorial Process

- Every proposal submitted will be read by at least three reviewers: external reviewer(s) and editor(s). (Proposal Submission)
- Every manuscript submitted for publication consideration will be reviewed by at least two editors. (Full Manuscript Submission)
- The editorial team will recommend to either publish the manuscript as submitted, publish the manuscript with suggested revisions, or mentor the manuscript for future publication. In all cases the author will be notified of the decision, and receive the editors’ comments.
- Accepted manuscripts for publication will be copyedited by at least one editor.
Guidelines for Proposal Submission

Please read this document carefully before submitting your paper. Proposals that do not follow these guidelines will not be considered. Email your proposal to Dr. Danilo M. Baylen, dbaylen1@yahoo.com by December 1, 2019.

1. Please submit one digital copy of your proposal that includes the title of the work (preferably not exceeding 40 letters and spaces) followed by an abstract of 500-1,000 words and a list of 4 or 5 keywords or brief phrases. This copy must have all author information removed.

2. A separate file with the title of the work (preferably not exceeding 40 letters and spaces) names and contact information for all authors (include name, highest degree, mailing address, phone, e-mail, and institutional affiliation as appropriate).

Formatting

- Follow APA style
- All submissions must be a Microsoft Word .doc or .docx file.
- Submitted proposals are deemed final as initial submission. Please ensure your proposal has been edited/proofread and is ready for review.
- The proposal should be double-spaced and has a page number as footer.
- Indicate headings and subheadings for different sections of the proposal clearly. Do not number headings.

Styles OP

- Body text: Arial, 12pt, 6pt paragraph spacing
- Author name: Arial, Bold, Italic, 12pt
- Keywords: Arial, 12pt
- Figure titles, legends and captions: Arial, 11pt
- Block quotations: Arial, 12pt, italic, indented 10mm from left margin
- Headings: Follow APA style

Awards

Each year, outstanding TBSR submissions are considered for two important awards. These are:

- **Editors’ Choice Award** -- This award is given to the paper the editor/s consider the best work of all of the contributed papers. The Editors’ Choice Award paper is
distinguished from the other papers in the book with a distinctive corner marking in the publication. The editors determine this award.

• **Braden/Beauchamp Visual Literacy Award** -- This award, named for two previous editors of the Selected Readings, seeks to honor the paper that best helps contribute to the definition of the study of visual literacy. This award is given only in years where sufficient contributions have been made to the Selected Readings in this area. The editors also determine this award.

**Submission**

Please submit your proposal by **December 1, 2019** via email to Dr. Danilo M. Baylen, Editor-in-Chief, *The Book of Selected Readings* at dbaylen1@yahoo.com.

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**Search for Editor-in-Chief (2021), Associate Editor, and Assistant Editors (2) of The Book of Selected Readings**

This IVLA-published book of selected readings is a peer-reviewed, annual publication selected primarily from papers based on presentations by the participants at the annual conference. The volume had been print-based, but has migrated to an online presence. The editorial team are currently seeking dedicated individuals as associate and assistant editors for this online volume.

The publication has served as an important reference point for current research and issues concerning visual literacy. Besides providing seasoned scholars with an outlet for their work, one of the goals of this volume is to enable new scholars to publish their studies. *The Book of Selected Readings* (TBSR) is inclusive and serves as a place for scholars to publish their research, promote their work, and connect with their audience interested in visual literacy. We are looking to fill the following positions: **Editor-in-Chief** (3-year term, 2021-2023), Associate Editor (3-year term, 2020-2022), and two **Assistant Editors** (3-year term, 2020-2022).

The Editor-in-chief will oversee all editorial activities and be responsible for meeting publication deadlines. The Associate Editor will support the management of the review and production processes. The Assistant Editors will provide support to review of proposals, manuscripts, layout
and production. All editorial team members will be involved in the selection of publications for IVLA awards.

**Specific tasks for the Associate Editor include**
- Collects all submitted manuscript proposals (online format).
- Recruits reviewers for the initial proposal review process.
- Assigns manuscript proposals for external review.
- After external review, recommends manuscript proposals for revision to the Editor-in-Chief.
- Participates in monthly online editorial team meetings.
- Performs other duties as assigned by the Editor-in-Chief.

**Specific tasks for the Assistant Editor include**
- Reviews manuscripts submitted for publication consideration.
- Recommends manuscripts submitted for acceptance, revision or mentoring.
- Provide copyediting to manuscripts submitted for publication.
- Participates in the selection of the recipients of the publication awards.
- Provides technical assistance in the production of the book.
- Participates in monthly online editorial team meetings.
- Perform other duties as assigned by the Editor-in-Chief.

**Benefits**
- Editorial roles provide great opportunities to stay in contact with fellow scholars
- Editors are involved with current activities in the field.
- Editors receive recognition for "service" or “scholarly activity”.

**Qualifications**
Applicants should be IVLA members (if not, please apply at ivla.org), possess advanced academic degrees, and have experience in writing for publication themselves. *Experience with managing online publication is preferred.*

**Submission**
Please submit your letter of interest and curriculum vita by November 15, 2019 via email to Dr. Danilo M. Baylen, Editor-in-Chief, *The Book of Selected Readings* at dbaylen1@yahoo.com.

Applicants should indicate whether they are applying to be Editor-in-Chief, Associate or Assistant Editor. If you have any questions, please contact Dr. Baylen.