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Each manuscript must accompany the undertaking of the author(s) that the said manuscript has neither been sent to any other journal or to any other publisher.

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A manuscript should not normally exceed 6,000 words.

New paragraphs should be indicated by clear indentation. Quoted passages longer than 3 lines should be indented throughout.

There should not be endnotes and footnotes.

Single foreign words and phrases should be italicized.

All pages should be numbered.

Tables and Figures should be avoided; if included, must not be included as part of the text. These have to be provided in separate sheets and the approximate position of tables and figures must be indicated in the manuscript.

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Manuscripts should be submitted as Word documents

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Book with Two or Three Authors

Joshi, K. & Artaud, Y. (1974) *Explorations in Education*. Sri Aurobindo Society, Pondicherry.

Book with More than Three Authors:

Bransford, J. D., et al. (2000) *How People Learn: Brain, Mind, Experience and School (Expanded Edition)*. National Academic Press, New York.

A Commission Report:

Delors, J. (1996) (Chairman) *Report of the International Commission on Education for the Twenty First Century*. UNESCO, Paris.

Edited Book

Cochran-Smith, M. & Zeichner, K. M. (Eds.) (2005) *Studying Teacher Education: The Report of the AERA Panel on Research and Teacher Education*. Lawrence Erlbaum Associates, Mahwah, New Jersey.

A Chapter in an Edited Book:

Jayaswal, S. R. (1974) Integral child education. In Dowestt, N. C. & Jayaswal, S. R. (Eds.) *Education of the Child*, 39-42. Sri Aurobindo Society, Pondicherry.

Articles:

Lomax, P. (1993) Management of training for education: an action research. *Journal of All India Association for Educational Research* 5, 2, 1-7, June.

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Newspaper Article (Author an individual)

Mohanty, S. B. (1982, February 21) Teacher training: a farce or a necessity? *The Hindu*, p.14.

Newspaper Article (No individual as author)

New Puducherry Times (2009, May 22) Workshop on research paper writing at St. Christopher's College of Education. p.10.

Dissertation or unpublished working paper, discussion paper, etc.

Raghavan, J. (1984) *A Critical Study of Sri Aurobindo's Conception to the Building of Modern Indian Philosophy of Education*. Ph. D. Dissertation, Nagpur University, Nagpur.

Work by an Organisation

United Nations (1998) *The United Nations Decade for Human Rights Education, 1995-2004 (UN Document HR/PUB/DECADE/1997/1)*. Author, New York.

Conference Paper

Malhotra, S.P. (2008) *Epistemological Issues Related Quality Research in Education*. Paper presented at the Conference of the All India Association for Educational Research, Jammu, Jammu & Kashmir, India.

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