



THE MATHEMATICAL  
ASSOCIATION OF VICTORIA

# VINCULUM

THE SECONDARY JOURNAL OF  
THE MATHEMATICAL ASSOCIATION OF VICTORIA

AUTHOR SUBMISSION GUIDELINES



# PURPOSE OF VINCULUM

Many different types of authors contribute to *Vinculum*, including classroom teachers, numeracy leaders, secondary mathematics learning specialists, maths consultants, teacher educators and educational researchers. However, the content is presented and written in a style that is intended to be highly accessible to practicing classroom teachers, who are the central audience for the journal.

MAV aims to have a range of articles in each edition that span from Years 7-12. Articles can focus on the 'middle years' of schooling through to the VCE. VCE articles should include Specialist Maths, Math Methods, General Maths, Foundation Maths and Vocational Numeracy.

This guide will provide you information about the process involved in submitting an article to *Vinculum*. If you have any questions, please reach out! Justine Sakurai is the editor of *Vinculum*, you can reach her at [vinculum@mav.vic.edu.au](mailto:vinculum@mav.vic.edu.au)



## LEARN

Learn about, or rediscover, an engaging and/or mathematically powerful game, activity or task.

*'Great! I can do that with my students.'*



## REFLECT

Reflect on their own practice.

*'That makes me wonder about how I'm approaching X...'*



## ENGAGE

Critically engage with academic research.

*'So that's what their study found... part of that rings true from my experience, but I wonder if they considered A, B, and C.'*

# ARTICLES

Articles vary in length, from 200-2500 words. Shorter articles (less than 500 words) tend to be quick 'grab and go' games, activities or investigations. Types of articles that may be suitable for *Vinculum* include:

## > PEDAGOGICAL APPROACHES

Exploring or presenting your own mathematics pedagogy, how your school approaches mathematics teaching and learning, or evaluating the pedagogical approach promoted by others.

## > COMMENTARY

A commentary on a recent trend or idea relevant to mathematics education or other hot topics in education or society at large that might impact on mathematics education.

## > DISCUSSION

A discussion of important mathematical concepts and ideas; or student mathematical misconceptions.

## > RESEARCH INTO PRACTICE

**Academics:** A summary of a recent research project (or field) in a particular area of maths education.

**Teachers:** Present your reactions to research that you've read, reflecting on your practice in the light of recent research findings, or even presenting findings from your own action-research project.

## > LESSON DESCRIPTION

A detailed description of an activity, investigation or game, and how it unfolded in the classroom, including sample maths problems and solutions.

## > BOOK/RESOURCE REVIEW

Such reviews might be written by teachers, academics, or teacher-educators. The best teacher reviews discuss issues such as: what prompted them to use the book in class, what they liked about the book, how the book was used as a catalyst for a class activity.

# STEPS TO SUBMISSION



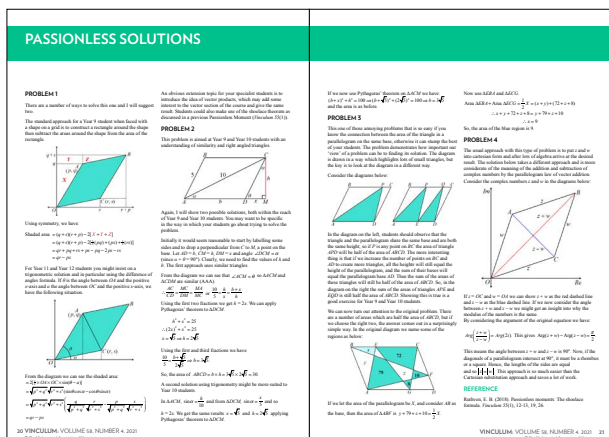
## STEP 1: WRITE A DRAFT

*Vinculum* articles should be between 200-2500 words in length. Please use MathType on Microsoft Word for all maths equations and solutions. Authors are encouraged to include photos/diagrams to support their article. Articles can be emailed as a word document to the editor. **Photos must be emailed as separate high quality JPEG files.** Authors are encouraged to use research to support their article (approx. 2-10 references).



## STEP 2: WAIT FOR FEEDBACK

*Vinculum* is not a peer reviewed journal, it is developed on the basis of teachers providing articles that support other teachers in their practice. Justine will read your submission and inform you if the content would be of interest to our readers. She will also provide feedback and suggest ways you could improve the article. Authors are to return a signed copy of MAV's contributor agreement to the editor (an electronic version is fine).



## STEP 3: PRODUCTION

Once the article has been edited, it goes into production. The editor works with the designer to make sure that each issue of the journal contains a good mix of articles. The editor determines which articles will be published within an edition. This means that you may have to wait one or two editions for your article to appear. Justine will keep you updated on this process and an estimated publication date.

## STEP 4: PUBLICATION

*Vinculum* publishes four issues per calendar year. The issues are delivered to schools in the first week of each term. Articles need to be finalised by Week 4 of the previous term to be considered for an upcoming issue.



# IMAGE GUIDELINES

Articles that are supported by images are preferable. *Vinculum* prefers real-life photography rather than illustrations or cartoon type images. Smartphones take fairly good pictures. When taking images, remember the following tips:

## > FRAMING

Frame the images horizontally (landscape rather than portrait).

The best pictures show students. For example, if you've written an article on the maths of a vegetable garden, the ideal image would be of students working on the investigation or building a vegetable garden.

Consider the background. Try to avoid mess (ie coffee cups, lunchboxes, rubbish etc) which might distract readers.

## > CLARITY

Try to be still when taking the picture (to avoid blurry images).

## > IMAGE QUALITY

When emailing images, do not compress them. Send them true to their actual size. Images should **not** be embedded into a Word document. They should be supplied as separate high resolution JPEG files and be of good quality (at least 300 dpi).

## > PERMISSION

If an image identifies student/s (or if student names are mentioned in the article), MAV will assume that the author of the article has obtained any necessary model release/permissions from the parents of the students. MAV will only use the image in conjunction with the article.

# FINAL TIPS FOR AUTHORS

Whether you are a seasoned researcher or you have never written an article before, *Vinculum* is a great journal to write for! Submissions from teachers, educators, academics, and other experts are encouraged. Writing for *Vinculum* is terrific professional development. It helps to extend your networks and gets your thoughts and ideas out into the mathematics education world.

The audience for *Vinculum* is broad, the journal reaches over 10,000 secondary school teachers and numeracy leaders across Victoria and beyond. Here are a few tips to assist you in writing your article:

- ✓ Submit your article as a Word document.
- ✓ Keep your writing clear and simple.
- ✓ Explain all terminology in your article.
- ✓ Provide examples to support your arguments.
- ✓ Make sure your work is original.
- ✓ Include photos/diagrams to help explain your ideas (for example, student work samples).
- ✓ Keep articles between 200 and 2500 words.
- ✓ Email images separately as high quality JPEG files.
- ✓ Include 2-10 references (APA referencing style).
- ✓ Use MathType in Microsoft Word for equations.
- ✓ Ensure you have permission for included images.
- ✓ Use examples from the classroom to support your writing. It is ok to write in first person. i.e., I taught this lesson...
- ✓ Complete the author contributor agreement and return it to the editor (electronic copy is fine)