PUBLISH WITH NACADA:
Find the appropriate NACADA venue for your writing

2018 Annual Conference

Presenters:
Will insert name(s) here

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260+ members wrote for NACADA venues in 2017

• NACADA Blog
• Academic Advising Today (AAT)
• NACADA book review
• The NACADA Journal
• NACADA books
• Clearinghouse of Academic Advising Resources
By the way....

• This presentation is available on the Writing for NACADA webpage, which also has lots of good stuff....

• RESOURCES
  • WRITING FOR NACADA - http://www.nacada.ksu.edu/Resources/Writing-for-NACADA.aspx
What we’ll talk about today...

- Purpose
- Content
- Writing Guidelines
- Acceptance Process
- How do I get published...?
What would you like to contribute to our literature?

Write down at least one idea you have for writing about an advising related issue and/or a question you have about writing for NACADA.
The continuum of NACADA publications
NACADA Publications Philosophy

Research, theory, and practice

• Research
  • Qualitative and quantitative research
  • Humanities-based research
  • Critical analysis

• Theory
  • Applying existing theory to academic advising
  • Developing new theory relevant to advising

• Advising Practice
Interested in Writing for NACADA publications?

NACADA editors encourage all academic advisors interested in writing to contribute to the expanding professional literature base by writing articles that feature research, theory, and practice within the advising field. Furthermore, they strive to present all publications in a professional showcase that distinguishes the organization and promotes the profession within a scholarly and practical context. Specific guidelines for each publication venue (linked below) provide the context in which the articles will appear.

To assist authors in effectively communicating to these standards, NACADA solicits input from experts as reviewers and content editors as well as specialists in managerial, developmental, and copy editing. Each project receives in-depth and comprehensive attention by those with decades of experience shepherding new and re-newed authors in the publication process.

https://www.nacada.ksu.edu/Resources/Writing-for-NACADA.aspx
Submissions should be:

- About an advising/student success related NACADA experience
- Educational in nature, positive in tone, & focused on particular aspects of academic advising
- Original and written especially for the NACADA blog
- Both product- and vendor-neutral, and non-political
Writing Guidelines

- To the point, roughly 400 words
- Use 1st person singular. Writing in a conversational tone engages readers; advisors like hearing personal stories.
- Bulleted format and urls when appropriate
- No peer review, minimal copy editing
- Images are effective! Contact nblog@ksu.edu
Everyone has a story. Each advisor and student has a unique background and set of experiences that have led them to where they are now. One of the most exciting parts of being an advisor is having the opportunity to hear our students’ stories and figuring out how to meet our students where they are. Advisors also have our own stories. Each of us is distinctive in what we bring to the advising process and how we impact our students.
The continuum of NACADA publications
The NACADA Book Review

• A way of sharing valuable information with peers – making the literature accessible
• Reviewing a book is a great place to start as a new author
• Request, read and review
• Current members may review once each year

• Upon publication: e-letter sent to administrator of choice
• Published to http://www.nacada.ksu.edu/Resources/Book-Reviews.aspx
• Email: bookrev@ksu.edu

• NOW OPEN . . . “Research Article Reviews”
The continuum of NACADA publications

Blog
- Opinions welcomed
- Quickest turnaround

Book Reviews
- Juried critical review
- Signed copyright release
- Letter to your administrator
• Quarterly electronic publication (e-pub)
  • Juried by Editorial Team
  • Blind review as needed
• Practical application of theory or research
• ~1000-1500 words not counting reference citations
• APA (6th ed.) publication style preferred, MLA accepted (no footnotes)
• Draft acceptance rate ~ 60%

• Authors should seek primary editing assistance prior to submission. Final copy editing assistance is provided by Regan Baker.

• Submit your article via e-mail to Leigh Cunningham, Managing Editor, at Leigh@ksu.edu
The continuum of NACADA publications

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Book Reviews
- Juried critical review
- Signed copyright release
- Letter to your administrator

AAT
- Focused topic
- Signed copyright release
- Letter to administrator
In-Depth NACADA publication opportunities

- Pocket Guides
- Books/chapters
- NACADA Review
- NACADA Journal
Manuscript submissions now accepted!

The NACADA REVIEW: Academic Advising Praxis and Perspectives is a peer-reviewed, online academic journal which connects the practice of academic advising to theory from related, relevant fields spanning education, the humanities and social sciences. The NACADA Review puts theory-based application center stage. The Review’s editors subscribe to the interpretation of scholarship as suggested by Ernest Boyer (1990) in which the creation and integration of new knowledge go hand in hand with a commitment to its application and dissemination. This dynamic relationship between theory and practice is also known as ‘praxis,’ the process through which new knowledge and theoretical frameworks help practice evolve and improve. The articles published in the NACADA Review contribute to this process of ‘praxis’ by presenting ways in which practice can be understood in terms of theory, and theory can inform practice.

To that end, two types of manuscripts are accepted for publication.
NACADA Review: Academic Advising Praxis and Perspectives

• Praxis: the dynamic relationship between theory and practice, the process through which new knowledge and theoretical frameworks help practice evolve and improve and vice versa

• Double-blind, peer reviewed, max 6000 words, 100% online

• Author Guidelines & Rubric for authors and reviewers

• Open for submissions: http://newprairiepress.org/nacadareview/
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AAT
Focused topics
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Letter to administrator

NACADA Review
Scholarly and contextual, with implications for practice
Journal Purpose

- Professional publication
  - Blind-reviewed
  - Peer-refereed
- Published twice a year
- Scholarly articles on research, theory & practice

NACADA members receive a print copy. All articles can be accessed at [www.nacadajournal.org](http://www.nacadajournal.org).

Download the mobile app!
Journal Guidelines

• Manuscripts should not exceed 6,000 words (excluding title page, abstract, and references)

• Most articles based upon IRB-approved research that uses standard qualitative or quantitative research methodology, or humanities-based research, or theoretical analysis

• Journal and APA style guides
  • https://www.nacada.ksu.edu/Resources/Journal
Journal Review Process

1. Co-Editors read each manuscript; determine readiness to go to Manuscript Reviewers
   • Co-Editors work directly with authors if significant revision is needed before blind review

2. Three Manuscript Reviewers read article (no author identification) and write an independent review

3. Co-Editors read reviews and re-read manuscript

4. Co-Editors write an Editorial Decision Letter
   • Decisions: Accept, Revise study/manuscript, Reject

5. Approximately 30% of manuscripts are published
What happens after “revise and resubmit”? 

• Author decides whether to revise and lets the editors know of intent (author is given about 3 months to work on next draft)
• During that time the author carefully considers the feedback from reviewers, reaches out to the co-editors and other critical friends, and re-writes
• Manuscript is resubmitted, including a companion document that addresses the revisions made
  ✓ (hint for success: directly address the reviewers’ suggestions)
• Revised manuscript goes back out to reviewers
• Editorial decision is made

  Shampoo, rinse, repeat
What happens after acceptance?

**Developmental** copy editing process

- Authors sign **copyright release** to begin editing process
- Accepted manuscripts sent to Nancy Vesta, NACADA Copy Editor
- Edits
  - ✓ Clarify meaning and eliminate jargon
  - ✓ Check mechanics and APA compliance
  - ✓ Check internal consistency of facts
- Editing process takes ~three months
- Author receives edited manuscript with queries where needed
- Authors return manuscript to Copy Editor within ~10 days
Tips for getting article published in the NACADA Journal

- Become familiar with the *NACADA Journal*
- Place article in the context of previous *Journal* articles on your topic
- If writing based upon dissertation: follow chapter in 5th edition of APA manual
- Follow all relevant guidelines (Journal web site, APA style guide 6th edition)
- Proofread to assure you are really finished
- “Clean” manuscript for blind review; use cover sheet for identification information
- Learn from the review process; schedule time to revise and then do it!
- Include letter with revision detailing how you addressed reviewer comments
- Sign copyright release to move accepted manuscript to copy edit phase
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AAT
- Focused topics
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- Letter to administrator

NACADA Review
- Scholarly and contextual, with implications for practice

NACADA Journal
- Scholarly publications on original research
- Adds to the literature

Appropriate
Original
Applicable
And finally...
Reviewer Opportunities

• What is reviewed?
  • 1st drafts written for NACADA-produced books and Digest offerings
  • NACADA books currently in print that are 6+ years old
• Who reviews? Members knowledgeable on the topic
• Previous publishing experience is helpful but not required
• Currently under review (2018): Comprehensive Advisor Training and Development: Practices that Deliver

• Complete application online to be considered.
How to get started

• Become familiar with venue guidelines
• Read, Read, Read!
• Invite collaborators/reviewers; brainstorm “wonderings”
• Set a time & place to write, and give yourself deadlines
• Write, proofread, and review with “critical friends”
• Revise based upon feedback and submit!
• Join a NACADA writing group at:
  https://www.nacada.ksu.edu/Resources/Research-Center/Writer-Support.aspx
SUPPORT FOR WRITERS

This page contains member only content, please login to ensure you are viewing all content.

As the scope of the advising profession grows and deepens, individual advisors will be increasingly expected to conduct research. The research process remains, for many of us, a mysterious process that we are reluctant to embrace. While we long to contribute to the growth of academic advising as a profession, we struggle with the practical methodology to do so. Academic advisers are consummate practitioners, but translating this significant work into research and writing that "composes our profession" often remains a distant goal.
Virtual Writing Groups

Description of groups:

- **Group 1: Idea Generation**
  - To discuss ideas on how my unique experience could be transformed into an article or study

- **Group 2: Idea Development**
  - To discuss with colleagues how I can move my idea forward

- **Group 3: Drafting and Revising**
  - To gain and give critical feedback on manuscripts

- **Group 4: One-on-One Writing Consultation**
  - Quick virtual meeting to discuss the status of my project

- Also seeking mentors to assist the Idea Generation groups
Writing Groups: Schedule and Expectations

Fall 2018: September 4 – December 7
Spring 2019: January 28 – May 10

Expectations for peer review:
- Be “present” at all sessions
- Read deeply and reflectively
- Be a good “critical friend”
- Give as much as you get
What is the Clearinghouse?

Digitized in 2002, the Clearinghouse of Academic Advising Resources features member written articles on 250+ subjects and over 100 resource pages organized by topic and applicable to academic advising.

Search Tips

Keyword searching is available using the search box. You may need to try several combinations to achieve the results you want. For a general overview, visit the Clearinghouse Index to browse subject areas that provide access to articles and resources. You can also browse advising topics to access resource pages with popular links.

Search Clearinghouse

View the full list here: Clearinghouse Index

If you are needing additional resources, vital information, or unable to find the information you are needing in your research, email clearinghouse@ksu.edu
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Pillars of Academic Advising

The NACADA Board of Directors endorses four documents that champion the educational role of academic advising in a diverse world.

The four "Pillar" documents of academic advising are:

- Concept of Academic Advising
- Core Values of Academic Advising

Search

BROWSE:
Index of Topics
Advising Resources

Do you have questions? Do you need help with an advising topic?
Email us.

More Resources

NACADA Journal (1981 - present)
Academic Advising Today (2002 - present)
Book Reviews
Repository of Valuable Resources

Blog
Opinions welcomed
Quickest turnaround

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NACADA Journal
Scholarly publications on original research
Adds to the literature

Appropriate
Original
Applicable
POP QUIZ!!

• Where would you send a piece about an interesting and important opinion from your unique viewpoint?
• Where would you send an article based on your advising experience which could help others?
• Where would you send a scholarly article based on formal (IRB approved) inquiry or philosophical analysis?
• Where would you send an idea based on research or theory that will improve academic advising practice?
What will you write?

• What topic?
• What venue?
• Final questions and comments?

Questions when you get home?
email publish@ksu.edu
Thank you for attending!

• Please complete the session evaluation