

The MERLOT Journal of Online Learning and Teaching (JOLT) is a peer-reviewed, online journal that addresses the scholarly use of multimedia resources in education. Published quarterly in March, June, September, and December, the objectives of JOLT are:

- To enable faculty to use technology effectively in teaching and learning by learning from a community of researchers and scholars
- To enable academic programs to design and deploy academic technology to optimize teaching and learning
- To build a community around the research and scholarly use of multimedia educational resources

JOLT welcomes papers on all aspects of the use of online multimedia educational resources for learning and teaching. Topics may include, but are not limited to: learning theory and the use of multimedia to improve student learning; instructional design theory and application; online learning and teaching initiatives; use of technology in online education; innovative online learning and teaching practices.

TYPES OF MANUSCRIPTS

**Research Papers:** Papers concerned with the scholarly use of multimedia educational resources that discuss the research literature on the scholarly use of multimedia resources in teaching and learning and include a measure of the learning impact of the resources on students.

**Theoretical/Conceptual Papers:** Papers that present non-empirical work related to the scholarly use of multimedia resources in teaching and learning to determine major issues of importance for future research.

**Position Papers:** Papers that describe a problem or an issue with a suggested solution or direction.

**Case Studies:** Papers that highlight a particular instructional challenge in which multimedia resources were used to address that challenge.

**Instructional Design Notes:** Brief papers that describe a new online learning object and may include a MERLOT peer review or suggestions for use in teaching and learning.

Please see the Guidelines for Authors on the following page for details on submitting a manuscript to JOLT and the peer review criteria.



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# MANUSCRIPT SUBMISSION GUIDELINES FOR AUTHORS

1. All manuscripts must be submitted to the JOLT Editors ([jolteditor@merlot.org](mailto:jolteditor@merlot.org)) in electronic format.
2. Manuscripts must be submitted in letter format (8 ½ x 11-inch) using Microsoft Word and should not exceed 6,000 words (approximately 15 pages).
3. Manuscripts must be written in English, double-spaced, including quotations and references, and employ a 12-point Arial (sans serif) font.
4. Authors should indicate in their cover letter the type of paper (Research Paper, Case Study, Position Paper, etc.) at the time the manuscript is submitted.
5. Headers, footers, footnotes and end-notes should NOT be employed.
6. Use of personal pronouns ("I", "we", "our", etc.) is strongly discouraged. Use third-person (e.g., "the author") whenever possible.
7. All manuscripts must include a brief but informative abstract. It should not exceed 200 words and should describe the scope of the work and the main findings. References to the literature should not be included.
8. A set of 5-10 keywords should follow the abstract to assist in indexing the article. These should not duplicate words appearing in the title and should be listed in order of importance.
9. A separate cover page should be included with all submissions that includes the full name and affiliation of each author and the postal address, telephone number, and e-mail address of the author designated as the contact person.
10. Authors' names or other identifying information should not appear on any of the manuscript pages themselves.
11. Where appropriate, the following suggested format is recommended:
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  - Main text (Introduction, Literature Survey, Methods, Results, Discussion, Conclusions)
  - Acknowledgments
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  - Appendices
12. Articles may include graphics and hyperlinks to online multimedia objects or other online materials, where the latter are indicated and linked using the hyperlink tool provided in MS Word. Authors should ensure that all links are active at the time of submission.
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