

Ready to share your voice
with the CAFE Community?



2024 Multilingual Educator Call for Submissions

*Submit your article, narrative, poem,
or artwork by June 30th!*

Multilingual Educator, CAFE's annual magazine, provides readers with the latest research and information regarding quality practices and programs for English learners, dual language learners, multilingualism, multiliteracy, multiculturalism, educational equity, and social justice.

Submission Topics

Submissions must address a topic that relates to [CAFE's Vision and Mission](#), be of high interest, value, and relevancy to the CAFE Community, and may include:

- ◆ Current research report
- ◆ Analysis of policy and legislation
- ◆ Personal narrative
- ◆ Poetry
- ◆ Artwork
- ◆ Description of successful programs
- ◆ Article on best practices, strategies, projects, and lessons for teachers
- ◆ Parent, student, educator, and/or community perspectives

Submission Deadline and Link

Submissions must be uploaded by the deadline below and will not be accepted by mail or email.

Deadline: Friday, June 30, 2023, 11:59 pm **Link to submission site: bit.ly/2024MEsubmissions**

Submission Review and Evaluation

The 2024 Multilingual Educator Review Committee will review and evaluate all submissions. Submissions will be accepted based on 1) compliance with submission requirements, 2) how well the submission meets the evaluation criteria, 3) the space available in the publication, and 4) the number of submissions received on the same or similar topics. Please note that to foster more diversity in the publication, priority may be given to authors not published in the last two issues of the magazine. Nevertheless, previously accepted authors from 2022 and 2023 may still submit.

Review and Evaluation Criteria

The Review Committee will evaluate each submission using the following rubric criteria*:

The submission...

- is current and relevant to the CAFE community.
- demonstrates creativity and engages the reader.
- focuses on English learners, dual language learners, multilingualism, multiliteracy, multiculturalism, educational equity, or social justice.

- addresses research and best practices, as relevant.
- clearly conveys appropriate content and logical organization.
- exhibits a professional level of language, grammar, mechanics, and conventions.

**These criteria are subject to change without notice. They primarily apply to articles and reports but may be adjusted by the review committee for other formats (narratives, poetry, artwork, etc.).*

Notification of Acceptance

Our goal is to notify primary authors of the acceptance status of their submissions on or before **August 31, 2023**. Please do not send us inquiries about your acceptance status before this date.

Submission Instructions

You will be prompted to create a free account with a username and password, allowing you to save your progress and return to continue the submission process later. You may return to edit your submission as often as needed before the deadline, so be sure to record your login credentials for future reference. Submissions by mail or email will not be accepted. Complete all fields on the submission form, upload all files, and press the SUBMIT button at the very end. You will receive an email confirming receipt of your submission. **Before uploading, we strongly recommend that you 1) use spelling and grammar checkers, 2) ensure that the word count limit (2,000) has not been exceeded, and 3) ask a critical colleague to review your submission.**

Submission Requirements

All documents, photos, and files must be submitted online according to the requirements and upload instructions herein. **Do not proceed to the submission site until you have reviewed all requirements below:**

- Submissions may not exceed **2,000 words** in length, not including references, footnotes, etc.
- Submissions must be typed using a **12-point** font that is clear and legible, such as **Calibri** (preferred), Arial, or Times New Roman. **Single spacing** and **Microsoft Word** format are preferred, but Apple Pages and RTF files are also acceptable. **PDF files cannot be accepted.**
- If your submission includes any references, footnotes, or other bibliographic information, combine these into one document to upload as a separate file. Please note that, due to space constraints, this information might only be included in the online version of the magazine.
- If your submission includes graphic material, such as images, charts, and graphs, combine these into one document to upload as a separate file. Be sure to include identifying information or captions, along with any permissions or credits. Indicate in the article where each image should be inserted if used. CABE reserves the right to select which, if any, graphic materials are included.
- Each submission must include a **high-resolution** photo/headshot of the author(s) with at least 300 ppi (pixels per inch). Screenshots (i.e., from websites) do NOT have an acceptable resolution. Note: Photos taken up close with a phone camera are acceptable.
- Submissions in languages other than English are encouraged, but they must include the English translation. Please attach any language fonts needed for publication.
- The name of each uploaded file should begin with the primary author's last name (e.g., Smith Photo, Ruiz Article, Tsuboi Chart 2)
- Only content uploaded to the submission site by the deadline will be included in the final publication. Be sure to include each author/co-author's name, degree, affiliation, and photo. CABE reserves the right to select photos used in the publication.

Deadline: Friday, June 30, 2023, at 11:59 pm PST
To begin your submission, scan the QR code or go to:
bit.ly/2024MEsubmissions

Questions? Contact the editor, Laurie Miles, at laurie@gocabe.org

