

# THE MONOGRAPH

**The Monograph** is the journal of the Ontario Association for Geographic and Environmental Education. It strives to provide materials useful to secondary and elementary school teachers of geography and related disciplines. Authors wishing to submit material should be guided by the format and style of the present issue.

Submissions may be in hard copy or digital. If submitting digitally, text files should be saved in Microsoft Word 97 or 2000 or later version (Windows) or Word 98, 2001, Office vX (Mac) format or in ASCII text or RTF format, since all files need to be readable by Word or InDesign(Mac). Graphics files should be submitted in PICT, TIFF, EPS, PDF, JPG, or GIF format. It is important that all graphics be submitted in grayscale only (not just in B&W). Include a brief description of all graphics files in case conversion is not successful. Tables and figures should be referred to in the text and should clarify rather than repeat textual information. Files may be sent by regular mail on CD or via e-mail (gbirch@cogeco.ca) to the Editor.

The following kinds of material are especially solicited: teaching strategies and tips, book and media reviews, lab exercises, units of study (outlines only), convention addresses or workshops, field trip plans and assignments, evaluation techniques, simulation games, bibliographies and geographical humour. We are striving to achieve a balance between materials of day-to-day practical utility and those of an innovative long-range nature which stretch the frontiers of thought and practice relevant to teaching methodologies.

All correspondence and manuscripts should be addressed to the Editor. Materials not used will be returned only if accompanied by a stamped, self-addressed envelope.

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**Number of Issues:** Four per calendar year.

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**Circulation:** 650 to 700 copies per issue; mainly in Ontario.

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**The Monograph** is printed by offset press on recycled paper. All advertising must be camera ready. Alterations or extra work involve an additional charge. Camera-ready material should be sent to the Editor. For further information, please contact the Editor.

Note: The rates are subject to change at the end of the calendar year.

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