



Worlds of Education



Guidance notes for authors

As the global federation of trade unions and professional associations in the education sector, we are keen to showcase, on our website, **first-hand stories and opinion pieces** that contribute to putting a face and a voice on the sector we represent globally. We are also looking for **research evidence** that support the work of unions and contribute to the global education conversation.

We welcome contributions **from around the world and a variety of perspectives**: classroom teachers, education support personnel, researchers, unionists, education activists, etc.

You can share a personal story, the experience of your organisation, findings from research you conducted or commissioned, etc. The purpose is to stimulate an exchange of perspectives across borders and a global conversation on issues affecting the education workforce and community.

Guidelines for submissions

- **Length:** 700-1000 words
- **Language:** You can write in English, French or Spanish, your article will be translated into the other EI official languages. On a case-by-case basis, we may accept submissions in other languages (such as Arabic, Portuguese, German and Russian). If you are not comfortable submitting your contribution in one of EI's official languages, please contact us before submitting.
- **Format:** The article should include a short title (if possible, no more than eight-ten words – fewer is better). It is possible to also include a subtitle. The title should reflect one of the key messages of the article. You can also indicate a short quote from the article to be used as the title.





- **Author's profile:** We require authors to provide a short biography (50-100 words) and a high-resolution picture of themselves that we can publish alongside the piece.
- **Picture:** Feel free to suggest an image to illustrate the article (clearly indicating the copyright holder) and supply it in .jpg format (highest possible resolution). If no image is supplied or if the image is not suitable, we will identify an image.
- **Dissemination:** When submitting your article, please indicate a) if you have a Twitter/Facebook account and b) any social media information that should be included when disseminating the article (hashtags, Twitter accounts to target, etc.). We will send you the link to the article when it is published, share it with your networks!

Tips: how to write an impactful contribution?

- **To the point:** Make sure that your argument is clearly **articulated**, the reader should have no difficulty to follow the logic of your text.
- **First-person perspective** is welcome, it gets the reader's interest more easily. *Worlds of Education* is not about official positions or institutional documents: do not hesitate to share **personal stories, experiences, impressions** to support and illustrate your arguments.
- Contributions to *Worlds of Education* aim to **stimulate debate** and engage readers in a discussion: don't be afraid to be provocative, pose questions and/or share opinions that may generate reactions.
- **Reader-friendly:** try and keep your tone as **conversational** as possible. Avoid using jargon and acronyms or make sure you provide context/explanations when doing so. Although you are encouraged to substantiate your assertions, try not to cram your text with data and facts so as not to confuse or bore the reader. Direct hyperlinks to further reading or references where readers can find more information are recommended over notes and digressions.
- Bear in mind that our audience is **international**: remember that most readers are not native English/French/Spanish speakers and when relevant, try to explain specific cultural or historical references, as well as idiomatic sentences. If possible, try to connect national specificities/issues to broader global or regional developments.
- **Timeliness:** Contextualise your article in the first paragraphs to make sure that the reader understands the reason why he/she should read your article now (publication of a new report, an event, an anniversary, an important development).

For any question, do not hesitate to email WorldsOfEducation@ei-ie.org

