**Checklist for *Science Scope* Feature Articles**

Never written a feature article for Science Scope before? Follow this checklist as you prepare your manuscript. You’ll soon be on your way to getting published!

**Before You Start Writing**

Read a few *Science Scope* articles to get a sense of the voice, the format, and the types of feature articles that have been published previously. You are also encouraged to view a sample article at <http://static.nsta.org/pdfs/SampleManuscript-ScienceScope.pdf>. Feature articles generally focus on practical ideas that have been conducted in the classroom and contain enough supporting detail to allow other middle school science educators to replicate the lesson. Although each issue of *Science Scope* is centered on a specific theme, your manuscript does NOT have to be aligned to a theme. General submissions are always needed and welcome.

**After Writing**

Give your manuscript to a colleague or friend and have them use the following checklist to make sure that you’ve addressed all the necessary requirements, then upload your work to Manuscript Central at <http://mc.manuscriptcentral.com/nsta>

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| **Information for Callout Box**  \_\_\_\_\_Content Area  \_\_\_\_\_Grade Level  \_\_\_\_\_Big Idea/Unit  \_\_\_\_\_Essential Pre-existing knowledge  \_\_\_\_\_Time Required  \_\_\_\_\_Costs (for a class of 30)  \_\_\_\_\_Basic Safety Requirements |
| **Introduction**  \_\_\_\_\_Gives a brief overview of what the reader will learn  \_\_\_\_\_Describes how your lesson is linked to research and/or the NGSS  \_\_\_\_\_Contains appropriate current research citations, personal experiences, or other evidence to  support the strategies your article recommends and the claims it makes  \_\_\_\_\_Explains the educational value of the activity  \_\_\_\_\_Provides a transition to the main body |
| **Main Body: Includes**  \_\_\_\_\_Clear directions  \_\_\_\_\_5E Instructional Model (preferred, but not required)  \_\_\_\_\_Evidence of use in classroom (student quotes, problems encountered, unexpected results, etc.)  \_\_\_\_\_Tips for managing classroom and student materials  \_\_\_\_\_Student directions, questions, and other tasks that require higher-order thinking skills and  application of content  \_\_\_\_\_Appropriate safety procedures  \_\_\_\_\_A list of materials (brand names should be avoided), quantity, and cost required for a class of 30  **Main Body: General characteristics**  \_\_\_\_\_Thorough; the activities, procedures, examples, and other components are complete  \_\_\_\_\_Easy to read and logically sequenced  \_\_\_\_\_Inclusive with regard to gender, multicultural awareness, and costs  \_\_\_\_\_Scientifically accurate  \_\_\_\_\_Safe  **Differentiation and Assessment**  \_\_\_\_\_Includes differentiation strategies for students with special needs provided  \_\_\_\_\_Includes effective formative and summative assessments  \_\_\_\_\_Assessments are accessible and unbiased; grade-level appropriate language is used  \_\_\_\_\_Includes rubrics, answer keys, and scoring guidelines  \_\_\_\_\_Sufficient guidance for interpreting student performance is offered |
| **Conclusion**  \_\_\_\_\_Summarizes a reflection of your learning and/or what you would do differently next time |
| **References**  \_\_\_\_\_Alphabetized by author  \_\_\_\_\_Limited to current research  \_\_\_\_\_Limited to no more than 12 of the most germane references  \_\_\_\_\_Page numbers are provided for any direct quote |
| **Supplemental Files**  \_\_\_\_\_Samples of student work provided (ex. graphs, concept maps, models, exit slips, journal entries,  etc.)  \_\_\_\_\_Images are at least 300 dpi  \_\_\_\_\_Photos of students are candid and model proper safety  \_\_\_\_\_Signed parent permission slip or NSTA Model Release Form has been collected for all  students shown in photos  \_\_\_\_\_Photos of hard-to-describe items such as equipment, lab set-ups, models, etc. are included  \_\_\_\_\_Multimedia files (.ppt, .mov, slide shows, audio files forwarded to sciencescope@nsta.org via  [www.wetransfer.com](http://www.wetransfer.com) |
| **NGSS Table**  \_\_\_\_\_NGSS table is included (see sample table <http://static.nsta.org/pdfs/NGSS-SciStandard.pdf>)  \_\_\_\_\_If appropriate, Common Core Standards for English Language Arts and/or Mathematics  are listed in the Connection Box of the NGSS. If so, is the alignment grade-level appropriate? |
| **Manuscript Basics**  \_\_\_\_\_Word document, with supplemental materials saved as separate files  \_\_\_\_\_Written in 2000 words or less (not counting references, captions, and supplemental text)  \_\_\_\_\_12-pont font; one-inch margins  \_\_\_\_\_Spell-checked  \_\_\_\_\_Reviewed by someone other than a science teacher  \_\_\_\_\_Blinded (by removing all identifying information such as names and institutions)  **Abstract**  \_\_\_\_\_Include an abstract of approximately 200 words abstract |