



## **FINAL 2020 PAPER SUBMISSION AND UPLOAD INSTRUCTIONS**

### **Deadline: June 22, 2020**

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#### **Final 2020 Paper Submission for Papers Scheduled for Presentation in Paper, Poster, or Roundtable Sessions**

Authors of individual papers originally accepted for presentation at the 2020 Annual Meeting in a paper, poster, or roundtable format are encouraged to submit a final paper into the online Annual Meeting submission system by June 22, 2020. The paper should address the elements required for a paper submission in greater detail and should expand upon the initial 2,000 word paper. Refinements of the paper from the time of submission, including any additional research findings or well warranted conclusions, are appropriate for inclusion. For authors who do not upload a final paper, the initial paper uploaded during the submission process will constitute the final paper.

The following guidelines serve to help you prepare your paper and are a suggestion only; your individual paper may follow another format. The parts of your paper may be arranged in this sequence: cover sheet, abstract, main text, reference list, appendixes, author note if any, endnotes, tables, and figures. It is usually easiest to group the tables and figures at the end, but they may be incorporated into the main text, each near the location where they are first mentioned. Page numbers should be included. There is no word limit for the final paper, and papers may be as long as necessary consonant with the original submission of this work.

#### **Final 2020 Paper Submission for Papers Scheduled for Presentation in Symposium, Structured Poster, Working Group Roundtable, or Demonstration/Performance Sessions**

All presenters in an accepted session for the 2020 Annual Meeting (excluding chairs and discussants) are encouraged to submit a paper or commentary paper addressing central questions regarding the issue under consideration by the deadline for final paper submissions. Papers or commentary papers for symposia are not limited in length but may be shorter than final full papers (e.g., 1,000 words). Commentary papers need to address all of the elements required for paper submissions: Objectives or purposes; Perspectives(s) or theoretical framework; Methods, techniques or modes of inquiry; Data Sources, evidence, objects or materials; Results and/or substantiated conclusions or warrants for arguments/point of view; and Scientific or scholarly significance of the study of work.

#### **Paper Upload Instructions**

*Authors must upload papers into the AERA online system by June 22, 2020.*

1. Type [www.aera.net](http://www.aera.net) into your web-browser. Click on log-in at the top of screen and log in with your username and password. Then, click on "My AERA" and scroll down to "2020 AERA Annual Meeting" and click on "2020 AERA Annual Meeting Online Portal - Click Here."

2. Underneath the General Menu, click on “Track a Paper or Session Submission / Upload Final Paper.”
3. Click either the “Submissions” or “Participations” tab and click on “upload” located to the right of the title for the paper you wish to upload. You will see an Upload Final Draft screen.
4. At the top of the page, click either “Yes” or “No” to participate in the AERA Online Paper Repository. Authors must respond “Yes” or “No” to proceed; only those papers where authors have indicated “Yes” will be included in the AERA Online Paper Repository.
5. At the bottom of the page you will see “Choose File” button.
6. Once you have selected the file to upload click the “Upload and Continue” button at the bottom right of the screen.
7. If you need to upload a further revised paper before or by the June 22, 2020 deadline, just follow the instructions above. You cannot edit the paper once it has been uploaded. Uploading a new paper will remove the old paper.

*Authors whose original submission is the final paper.*

1. If you wish for your paper to be located in the AERA Online Paper Repository and you did not elect to do so in your original submission, follow steps 1-4 above and change your election from “No” to “Yes.”
2. All authors who select “Yes” at the time of the deadline for uploading papers will be included in the AERA Online Paper Repository.
3. Authors wishing to make a change must do so by the June 22, 2020 deadline.

### **AERA Online Paper Repository**

Authors have the option to include their 2020 Annual Meeting papers in AERA's Online Paper Repository. The Online Paper Repository provides an opportunity for authors to share their papers with a wide community of graduate students, scholars, educators, and other interested readers. All papers in the Online Paper Repository are time and date stamped as to the dates the paper was accepted, presented, and located in the Repository and assigned a DOI number (Digital Object Identifier). Readers and other users of papers in the Online Paper Repository are guided as to the required citation of these works.

AERA offers this service to authors to expand the impact of their work, the discoverability and authentication of their papers, and their networks to other researchers who may be interested in contacting them about their research. The Online Paper Repository this year is launching an enhanced portal; expanding the visibility of this service; and providing authors with use statistics, including downloads, that serve as a measure of the impact of their work.

All authors may elect to have their papers, presentations, or commentary papers for the 2020 Annual Meeting included in the AERA Online Paper Repository. Several thousand papers have been deposited each year in the Repository since its inception in 2010. The election to do so is part of the process of uploading final papers or implementing a change by the June 22, 2020 deadline for uploading papers. **See Paper Upload Instructions above.**