

# **STATEMENT RELATING TO PRESENTATION OF RESEARCH AND SCHOLARLY WORK AT MERGA CONFERENCES**

1.0	SCOPE OF SCHOLARLY WORK INCLUDED IN THE CONFERENCE.....	2
2.0	RESEARCH METHODOLOGIES AND DISCIPLINARY FRAMEWORKS .....	2
3.0	KINDS OF CONFERENCE PRESENTATIONS: PUBLISHED PAPERS, SYMPOSIA, SHORT COMMUNICATIONS, ROUND TABLES, AND POSTERS .....	2
3.1	Requirements For Research Papers .....	3
i.	Empirical investigations .....	3
ii.	Theoretical or position papers .....	3
	Originality.....	4
	Reviewing of research papers.....	4
3.2	Requirements for Symposia.....	4
3.3	Requirements for Short Communications .....	5
3.4	Requirements for Posters.....	5
3.5	Requirements for Round Table presentations .....	5
4.0	SUBMITTING MULTIPLE PAPERS .....	6
5.0	TIMELINES .....	6
	The early bird process.....	6
6.0	ETHICS .....	6
7.0	REPUBLISHING MERGA CONFERENCE PAPERS AND JOURNAL ARTICLES .....	7

## **1.0 SCOPE OF SCHOLARLY WORK INCLUDED IN THE CONFERENCE**

MERGA is concerned with the promotion of quality teaching of mathematics and mathematics education at all levels, through critical study and reflection on practice and theory. Work accepted for presentation at the conference will be related to mathematics education whether at pre-school, primary, secondary, vocational, and/or tertiary levels or within informal and workplace settings. Relevant topic areas include:

- mathematics teaching, learning and assessment;
- mathematics teacher education;
- the policy environment of mathematics education practice;
- emerging cultural, political, economic and technological contexts of mathematics education; and
- the practice of mathematics within various cultural, sociological, philosophical and technological contexts.

Works will be expressed in a variety of scholarly forms, including those relating to empirical studies, position papers, reflective reports and critiques of developments in educational practice, confirmatory studies, research-in-progress, reviews of literature, theoretical studies, meta-studies, and so on.

Works will meet conventional standards of scholarship as practised within the research and scholarly community. Accordingly, the expression of authors' comments, analyses, opinions, ideas, arguments and experiences together with an emphasis on the critical examination of ideas, a reasoned interrogation of assumptions and informing principles, and a respect for the place of evidence, will be a hallmark of the conference proceedings.

## **2.0 RESEARCH METHODOLOGIES AND DISCIPLINARY FRAMEWORKS**

MERGA acknowledges the equivalent value of research and other forms of scholarly inquiry. As such, a broad range of research methodologies and their methods will be accepted. These will include, for instance, quantitative approaches such as experimental and quasi-experimental investigations, qualitative studies such as case studies or ethnographies, participatory projects including action research, and postmodernist inquiry.

MERGA also acknowledges, and encourages, scholarship in mathematics education that draws on a wide range of theoretical paradigms and interdisciplinary analyses. MERGA acknowledges the importance of opportunities for sharing emerging ideas in mathematics education and teacher development.

## **3.0 KINDS OF CONFERENCE PRESENTATIONS: PUBLISHED PAPERS, SYMPOSIA, SHORT COMMUNICATIONS, ROUND TABLES, AND POSTERS**

The conference program will allow for the presentation of published papers, symposia, short communications, posters, and round tables. Details relating to each of these are set out below.

NB. Details for the formatting of each type of presentation can be found on the conference website.

### **3.1 Requirements For Research Papers**

Research papers can take two major forms:

- reports of empirical investigations; or
- papers that are not based on empirical research including:
  - a theoretical discussion;
  - a position paper;
  - a report of scholarly enquiry in progress;
  - a literature review, a meta-study;
  - an account of a new initiative;
  - a reflective critique of practice; or
  - any mixture of these or other recognised scholarly forms.

All papers for publication in the conference proceedings should contain the following:

- a statement of the problem/issue and a discussion of its significance;
- a critical analysis of the research literature as it relates to the topic of the paper; and
- conclusions and implications for mathematics education derived from the study.

All papers must respect MERGA's ethical guidelines relating to research work. Papers must be formatted using the WORD template and advice to authors that are available from the MERGA website.

In addition, papers must be free of grammatical, spelling and typographical errors...

#### ***i. Empirical investigations***

When empirical investigations are reported (such as in an experimental intervention, confirmatory study, or action research, etc.), the paper should also include

- the research question;
- a statement of rationale for methodologies used in collecting and analysing data;
- in the literature review, acknowledgement of the theoretical framework and of prior work in the area, with an explanation of how the work reported in the paper builds on that earlier work; and
- a critical analysis and discussion of data in the light of the research literature.

The MERGA website has advice for authors that expands more on these points.

#### ***ii. Theoretical or position papers***

When the work is a theoretical discussion, a position paper, a report of scholarly inquiry in progress, a review of literature, a theoretical study, a meta-study, an account of a new initiative, a reflective critique of practice or any mixture of these or other recognised scholarly forms, the material presented must be discussed critically, and alternative points of view relating to themes presented should be appropriately argued.

It is expected that presenting authors will have 40 minutes to present their work at the conference. At least 10 minutes of this time must be allowed to field questions and comments from the audience.

### ***Originality***

Only research papers that are substantially different from work that has been published previously will be considered for publication in the conference proceedings and/or presentation at the conference.

### ***Reviewing of research papers***

Research papers will be reviewed by a panel of peers approved by the conference committee. The main purpose of the refereeing process is to contribute to the growth and development of quality practice in mathematics education research. Thus reviewers are asked to assist authors by providing helpful feedback and to comment on the suitability of papers for presentation at the conference. Accordingly, it will not be assumed that published papers presented at the conference will be as polished as articles in scholarly journals. Referees will be asked to assess papers being reviewed against the accepted norms for scholarly works presented at MERGA conferences, as set out above.

Each conference proceedings' Editorial Team will exercise discretion over the reviewing process.

Reviewers' comments will be returned to the authors. Authors whose papers are not accepted for publication may be invited by the editorial panel to present their paper at the conference, with an abstract (only) being published in the proceedings. Otherwise, papers may be rejected outright, with no opportunity for presentation at the conference in an alternative form.

The MERGA website has detailed advice about criteria for reviewing of MERGA papers, review forms, and examples of strong and poor reviews of different types.

## **3.2 Requirements for Symposia**

Presentation of groups of published papers related by theme in the form a research symposium is encouraged. The symposium forum will be particularly suitable for presentations relating to a single large project or presentations that explore topical themes from different and/or related perspectives. Special Interest Groups [SIGs] are encouraged to consider the symposium option as a means for sharing and discussing current research.

A symposium should consist of no more than four presentations of about 15 minutes duration each. Written symposium papers should be half the length of research papers. Empirical or non-empirical papers are acceptable as symposium papers.

A brief overview of the symposium (about one page), including a title, the names of presenters and the titles of their contributions, and short abstracts of each presentation, will be prepared by the *symposium proposer* and included with the papers. The symposium proposer will also nominate another person to chair the symposium, and a discussant may also be named if desired. This information should accompany the collection of papers submitted for review.

The set of symposium papers (and the overview) will be blind reviewed by two reviewers selected by the Editorial Team. The main purpose of the reviews is the same as for

published papers, although the reviewers will also be asked to consider the cohesiveness of the set of symposium papers.

Each conference proceedings' Editorial Team will exercise discretion over the reviewing process.

Reviewers' comments will be returned to the symposium proposer. Authors of symposium papers that are not accepted for publication may be invited by the editorial panel to present their paper at the conference, with an abstract (only) being published in the proceedings.

### **3.3 Requirements for Short Communications**

Short communications include reports of works in preliminary stages, reports of pilot projects, initial reviews of literature, ideas or suggestions for future study, and briefer discussions of particular issues. Short communications allow new researchers to obtain feedback on projects in a constructive and supportive environment, and foster the building of links between researchers with similar interests. Any author may choose to present a short communication rather than to submit a research paper.

Abstracts of 100 words are required for short communications. The abstracts will be reviewed by the Editorial Team and, if accepted, will be published in the conference proceedings. Presenters are invited to prepare a paper for distribution at the conference, but these papers are not included in the proceedings.

### **3.4 Requirements for Posters**

Posters provide an alternative to short communications as a means to have constructive interaction and feedback on mathematics education research in its preliminary stages, pilot studies, or ideas for future research. Posters are not opportunities to display commercial materials.

Brief, 100 word, descriptions of posters—similar to abstracts—are required for posters. The descriptions will be reviewed by the Editorial Team and, if accepted, will be published in the conference proceedings.

Presenters need to prepare posters for hanging or displaying at the Poster Exhibition, and must contact the conference co-ordinator regarding their needs (wall space, display table, power for their computer, etc.).

### **3.5 Requirements for Round Table presentations**

The round table presentation is a forum that will provide opportunities for presenters to:

- report on specific aspects of a mathematics education research project;
- discuss research in progress or a proposed project;
- seek support and/or collaborators for research projects, monographs, journal articles, or other publications related to mathematics education; and
- to lead discussions on philosophical issues, methodological issues, political issues and activities, and other issues related to mathematics education

Forty minutes will be allocated for round table sessions. Sessions will involve a number of round tables being set up in a large space with 8-10 chairs around each. Presenters will lead the discussion. Unlike formal paper presentation, the round table is a forum in which a

conversation takes place. Those attending will be free to move around the room, joining conversations that are taking place at the various tables

Extended abstracts of 250 words are required for round table presentations. The abstracts will be reviewed by the Editorial Team and, if accepted, will be published in the conference proceedings.

Presenters should bring with them 20 copies of discussion papers or other relevant materials for participants.

## **4.0 SUBMITTING MULTIPLE PAPERS**

In order to ensure that the conference program is as inclusive as possible, authors will normally be restricted to TWO published research papers carrying their name.

**NB.** Authors may also, or alternatively, wish to contribute two research symposia, short communications, posters and round tables. In summary, the only limit is two submissions for each type of research format.

## **5.0 TIMELINES**

For all research formats – regular research papers, symposia, short communications, posters, and round table presentations – submissions must be sent (via e-mail attachment with accompanying paperwork) by the due date as advertised by the conference organisers. It may not be possible to accept late submissions.

### **The early bird process**

Conference organisers will set two dates for conference submissions, about one month apart: an “early bird” date and a final date. Authors of research papers and symposia are invited to submit papers by the early bird date, and these will either be accepted outright for publication in full in the proceedings, or returned with advice about how they might be improved. No submissions will be rejected at this stage. Authors whose papers have been returned may choose to rewrite the paper, taking into account advice given, and to resubmit it by the final date for a final review.

## **6.0 ETHICS**

MERGA recognises the need for research to be ethical, and for all participants to be fully informed and to have given their written permission for their ideas, images, work (including students’ work) and responses to be used in publications. Note that subjects may not be actively participating in research activities, but it is still expected that permission be obtained.

Any research reports submitted to MERGA and any conference presenters must uphold the principles laid out by the Australian Association of Research in Education (AARE) in its [Code of Ethics for Research in Education](#) and/or the New Zealand Association for Research in Education Code of Ethics.

Most Education Departments and most pre-school, school and tertiary institutions have ethics requirements that cover students, teachers and other employees. MERGA expects that all of the relevant permissions will be obtained from such institutions by researchers and/or teachers who contribute to MERGA conferences and workshops, as well as journals and other publications.

## **7.0 REPUBLISHING MERGA CONFERENCE PAPERS AND JOURNAL ARTICLES**

Conference paper authors sign a publication agreement to give MERGA copyright and the benefits for the association that flow from that. However, it is easy to get permission to republish their work.

There are several forms of republication, including the following.

- MERGA encourages all authors of conference papers to develop them into journal articles for submission in MERJ, MTED, or another appropriate journal. It is assumed that this requires extra writing.
- Authors may wish to use the whole or parts of their paper(s) in their own institutions in a reader or study guide for students, or to give a colleague in another institution permission to use a paper for this purpose.
- Editors may seek to include the paper in an edited collection.

Any author who wishes to re-publish conference papers in the above or similar ways should contact MERGA's [Vice President \(Publications\)](#) by email, for written permission. Normally, permission is given readily.

In some cases, MERGA members may wish to re-publish full articles that have been published in MERJ or MTED. Again, they should contact the Vice President (Publications). The MERGA Executive will consider these cases.