

## 稿 例 (修訂於 2013 年 12 月)

- (一) 原稿請清楚列印在 A4 紙上。題目、作者姓名、所屬機構及通訊方法(如郵寄地址、電話、電郵)請另頁列明。所投稿件概不退還作者,作者應保留一份原稿,以防遺失。
- (二) 中、英文稿件兼收。稿件字數以不少於 3,500 字及不超過 7,000 字為限。
- (三) 文稿請附以下資料之中英文版本,包括題目、作者姓名、所屬機構、摘要及關鍵詞 3 至 5 個。中文摘要以 200 字為限,英文摘要則約 150 字。
- (四) 所有稿件均須經過評審,需時約半年。凡經採納之稿件,當於下一或二期刊出。編者得對來稿稍予修改或請作者自行修改,或不予採用。稿件一經定稿,請勿在校對時再作修改或增刪。
- (五) 各文稿之言責概由作者自負,其觀點並不代表香港教師中心之立場。
- (六) 來稿之格式及附註,請遵守美國心理學協會編製之《出版手冊》(2006 年,第 6 版)指引。中文格式請參考本期刊文。
- (七) 每年截稿日期為 1 月 31 日。稿件及有關通訊請送交:香港九龍九龍塘沙福道 19 號 教育局九龍塘教育服務中心西座一樓 W106 室香港教師中心《香港教師中心學報》編輯委員會收。(電郵: info@hktd.edb.gov.hk)
- (八) 《學報》版權屬香港教師中心所有,非得許可,不得轉載任何圖表或 300 字以上之文字。
- (九) 所有稿件在評審期間,不得同時送交其他學報評審或刊登。

## Notes for Contributors (revised in December 2013)

1. Manuscripts should be clearly printed on A4 size paper, with the title, author's name, affiliation and correspondence (i.e. postal address, tel. no., email) on a separate cover page. All copies will not be returned to authors. Authors should keep a copy of their manuscripts to guard against loss.
2. Manuscripts can be written in English or Chinese. The length of submitted manuscripts should be between 3,500 and 7,000 words.
3. All manuscripts should be accompanied with the following information in both English and Chinese: title, author's name, affiliation, abstract and 3 to 5 keywords. The English abstract should be around 150 words, and the Chinese abstract should be not more than 200 words.
4. All submissions will go through an anonymous review that usually takes about 6 months. Accepted manuscripts are normally published in the next issue or the issue after next. The Editors reserve the right to make any necessary changes in the manuscripts, or request the contributors to do so, or reject the manuscripts submitted. Once the final version of manuscripts has been accepted, contributors are requested not to make further changes during the proof-reading stage.
5. The views expressed are those of the authors and do not necessarily reflect position of the Hong Kong Teachers' Centre.
6. Manuscripts submitted should conform to the style laid down in Publication Manual of the American Psychological Association (6th ed., 2006). For manuscripts in Chinese, please refer to the format and style used in the latest issue.
7. Deadline for manuscript submission is on January 31 of each year. Manuscripts and correspondence should be sent to the Editorial Committee of the HKTC Journal at the Hong Kong Teachers' Centre, W106, 1/F, EDB Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon, Hong Kong. (Email address: info@hktd.edb.gov.hk)
8. All copyrights belong to the Hong Kong Teachers' Centre. No graphics, tables or passages of more than 300 words can be reproduced without prior permission.
9. Once the review process of this Journal begins, contributors shall not send the submitted manuscript to other journals for review or publication.