

We invite the submission of Web-based teaching tools. *JCE* WebWare aims to make available to teachers and students technology-based materials that can be used in the computer room and the student's dorm room or home as well as in the classroom and laboratory. Please read the [WebWare Mission Statement](#) and then use the information below to prepare and submit material for review and possible publication.

How to prepare

To the extent possible, all materials should be cross-platform. Submissions should include information about viewing requirements, and about any known issues, especially with either Internet Explorer or Netscape. Submissions should assume version 4 browsers or higher; plug-in usage should be limited, where possible, to those that are freely available.

What to submit

For Peer Review

If your submission is intended for peer review, it should include the following components:

1. All files needed for the submission to perform properly from our Web site.
(If the WebWare has specialized server requirements and cannot be hosted on our site, it may be served from your local site. Please contact the [JCE WebWare assistant editor](#) with details if you think this may be the case. Be prepared to provide evidence that your site will continue to be available for at least five years.)
2. A 400-word summary description of the submission and how it can be used to improve chemical pedagogy.
3. Appropriate keywords for indexing and searching, chosen from the [JCE Keyword list](#).
4. Documentation including background, instructions for use, example exercises, teaching tips, and any other information that would be useful to someone who plans to use the submission.

For Open Review Only:

If your submission is intended for open review only (you do not wish it to be peer-reviewed or have a summary appear in print), you need only submit items 1-3 above. However, we encourage you to submit additional documentation as indicated in item 4.

How to submit

1. Prepare a single folder containing all application files and documentation. Name the folder according to this scheme: **author_mmddyy_application** where **author** is the last name of the corresponding author, **mmddyy** is the date, and **application** is the name of the submitted WebWare application. Archive the folder into a single file in .zip format.
(If the WebWare has specialized server requirements and cannot be hosted on our site, please be certain that the application is available online *before* submitting items 2-4 above and a-c below.)
2. Attach the archive file to an email to the *JCE* WebWare assistant editor, Edward W. Fedosky at webware@chem.wisc.edu. Include the following information in the body of the email:
 - a. Title of the WebWare;
 - b. Name(s) of the authors, indicating who is the corresponding author and her/his mailing address, email address, and phone/fax numbers;
 - c. The URL of the WebWare, if currently available online;
 - d. Name of the zipped folder;
 - e. An itemization of what the folder should be expected to contain.

What to expect

1. The corresponding author will receive an email from the *JCE* WebWare editors within a few days that the submission and attached folder have been received in apparently good order. If you do not receive this response within 5 business days, please send a follow-up email to the [JCE WebWare assistant editor](#).
2. A second notice from *JCE* WebWare will be sent when the application has been judged acceptable for dissemination and links to it have been made available at *JCE* Online in the open review area.
3. If the application is to be peer-reviewed, a third notice will be sent when the application is sent for formal review. Additional follow-up will be similar to that of other peer-reviewed submissions to the *Journal*.