Preparation, Submission and Publication of Manuscripts

Manuscripts
The Australian Community Psychologist publishes work that is of relevance to community psychologists and others interested in the field. Research reports should be methodologically sound. Theoretical or area review papers are welcomed, as are letters, brief reports and papers by newer contributors to the discipline. Contributions towards the four sections of the journal are sought.

The Australian Community Psychologist is published twice per year and online and is available via the website of the Australian Psychological Society's College of Community Psychologists' page (http://www.groups.psychology.org.au/GroupContent.aspx?ID=4395).

Articles
Contributions are state of the art reviews of professional and applied areas and reviews and essays on matters of general relevance to community psychologists. They may be up to 10,000 words, including all tables, figures and references; however, authors should be as concise as possible.

Research Reports
This section is for the publication of empirical research reports relevant to community psychology theory, method, and practice. They may be up to 10,000 words, including all tables, figures and references; however, authors should be as concise as possible.

Practice Issues
This section publishes individual manuscripts and collections of manuscripts which address matters of general, professional and public relevance, techniques and approaches in psychological practice, professional development issues, and professional and public policy issues.

Book Reviews
The journal publishes book reviews of up to 1,000 words. Books reviewed relate directly to the major areas of practice in community psychology.

Review and Publication of Manuscripts
The acceptable word processing program format is Microsoft Word. All manuscripts are submitted electronically to the Editors: Dr Anne Sibbel and Dr Sharon McCarthy: acp.editor@gmail.com

If authors experience any difficulty with electronic submission, hard copy materials together with a disc copy should be sent to:

Dr Sharon McCarthy
School of Arts & Sciences
University of Notre Dame
GPO Box 1225
PERTH WA 6959
Australia

With the exception of book reviews, all contributions are blind-reviewed. Articles submitted for review must be original works and may not be under consideration elsewhere. It is a condition of publication that authors assign the copyright of their articles to the Australian Psychological Society.

All manuscripts for consideration for publication in *The Australian Community Psychologist* must be formatted according to the instructions for authors below.

Instructions for Authors
The following constitutes advice to contributors that is relevant to all journal sections.

Every submission must include:
1. A cover letter stating the section of the journal to which the author(s) wish to submit the article.
2. The complete manuscript including title page, abstract, text, tables, figures, acknowledgements, and references.
3. Written permission from the publisher (copyright holder) to reproduce any previously published tables, illustrations or photographs.

Manuscripts should be arranged as follows:
Title page
Abstract
Text
References
Acknowledgements
Disclosures (if required)
Address for correspondence from readers (e.g., an email address)
Author biographies (a short paragraph on each author e.g., job title, research interests, department or research centre)
Tables and figures should be placed in the correct position within the body of the text.
Number pages consecutively, beginning with the Title page as page 1.

The Title Page should contain:
Title: Should be short and informative. Recommended length is between 10 and 12 words.
Short title: A maximum of 50 characters.
Author(s): This should include each author's name in the preferred form of given name, family name.
Institution and Affiliations: This identifies the location (e.g., university) where the author(s) undertook the investigation.

Specific Formatting Requirements
Language
All manuscripts must be in English. Australian English is preferred.

Paper Size, Margins, Alignment
A4 page, ALL margins 2.5cm, all text left aligned (not justified) unless otherwise specified.

Spacing
All text must be double-spaced and left aligned (not justified) unless otherwise specified.

Font & Size
Times New Roman, 12pt unless otherwise specified.

Paper Title
14pt, bold, centred, sentence case.

Abstract
The heading Abstract should be centred and in italics.
The text should be left aligned.
Place one blank line after the abstract.
The abstract must be no more than 200 words.
Place up to 6 (six) keywords.

Normal Text
12pt, Times New Roman double line-spacing, left aligned (not justified)
Do not leave line spaces between paragraphs but indent the first line of each paragraph.

Long Quotes (roughly, quotes of 30 words or more):
Indented 1 cm left and right

1st Level Heading
Main words capitalised, bold, centred, not italics.

1st Level of Subheading
Italics, main words capitalised, left aligned.
Do not number headings or subheadings.

2nd Level of Subheading
Italics, sentence case, left aligned. Text should continue on the same line.

Tables, Figures, and Diagrams
Captions should be typed above tables and below figures. These should be black and white and inserted in the correct place within the body of the text. Do not allow a figure or table to be split over two pages or to be separated from its label or caption.

Diagrams, illustrations, graphs, and so on, must be 'screen readable'. This means fully legible and readable on screen when displayed at widths that ideally do not exceed about 750 pixels and certainly should not exceed 1000 pixels.

Page Numbers
Insert page numbers at the top of the page, right aligned, beginning with the title page.

Footnotes
Avoid using footnotes. If used, please number them sequentially.

References
Use the reference style of the Publication Manual of the American Psychological Association (6th ed.). List references under the 1st level heading.

Example journal article:
Fryer, D., & Laing, A. (2008). Community psychologies: What are they? What could they be? Why does it matter? A critical community psychology approach. *The Australian Community Psychologist, 20*(2), 7-15.

Example book:
Montero, M., & Sonn, C. C. (2010). *Psychology of liberation: Theory and applications*. New York: Springer.

Example book chapter:
Fielder, J., Roberts, J., & Abdullah, J. (2000). Research with Indigenous communities. In P. Dudgeon, D. Garvey & H. Pickett (Eds.), *Working with Indigenous Australians: A handbook for psychologists* (pp. 349-356). Perth, Australia: Gunada Press.

Example electronic source:
Cummins, R. A., Hughes, J., Tomyn, A., Gibson, A., Woerner, J., & Lai, L. (2007). *The wellbeing of Australians – Carer health and wellbeing*. Melbourne, Australia: Australian Centre on Quality of Life, Deakin University. Accessed 27th September 2011 from http://www.deakin.edu.au/research/acqol/auwbi/survey-reports/survey-017-1-report.pdf

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