

## Manuscript Submission Guidelines: *Journal of Social and Personal Relationships*

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*Journal of Social and Personal Relationships* is an international and interdisciplinary peer reviewed journal that publishes the highest quality original research on social and personal relationships.

### 1. Peer review policy

*Journal of Social and Personal Relationships* operates a strictly blinded peer review process in which the reviewer's name is withheld from the author and, the author's name from the reviewer. The reviewer may at their own discretion opt to reveal their name to the author in their review but our standard policy practice is for both identities to remain concealed. Each manuscript is reviewed by at least two (and generally three) referees. Papers from graduate students or recent PhDs are especially welcomed and will, if the authors explicitly request it, receive extra attention (i.e. one additional reviewer). All manuscripts are reviewed as rapidly as possible, and an editorial decision is generally reached within 3-4 months of submission.

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### 2. Article types

*Journal of Social and Personal Relationships* (JSPR) is an international and interdisciplinary peer reviewed journal that publishes empirical and theoretical papers on social and personal relationships. It is multidisciplinary in scope, drawing materials from, among others, the fields of social psychology, clinical psychology, communication, developmental psychology, family studies and sociology. The Journal considers the following kinds of article for publication:

1. Research Reports, describing new empirical findings;
  - (a) Full papers
  - (b) Short reports requiring rapid dissemination
2. Review Articles. The Editor wishes to encourage the following types of review, but request that authors contact them in advance:
  - (a) general reviews that provide a synthesis of an area of social and personal relationships;

- (b) critiques - focused and provocative reviews that are followed by a number of invited commentaries, with a concluding reply from the main author;
- (c) *Viewpoint* article - a research-based commentary, preferably on a currently relevant issue, targeting either the research community, the political agenda or both. The emphasis is on policy recommendations, but the article should be based on a succinct and balanced summary of existing research on the issue.

Full papers and review articles are generally restricted to a maximum of 9,000 words including all elements (title page, abstract, notes, references, tables, biographical statement, etc.). Short reports are generally restricted to 3,000 words including all elements (title page, abstract, notes, references, tables, biographical statement, etc.). We are reluctant to burden our referees with very long manuscripts. Authors who suspect that their articles will have to be cut anyway should make the required deletions before submitting.

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### 3. How to submit your manuscript

Before submitting your manuscript, please ensure you carefully read and adhere to all the guidelines and instructions to authors provided below. Manuscripts not conforming to these guidelines may be returned.

*Journal of Social and Personal Relationships* is hosted on SAGEtrack a web based online submission and peer review system powered by ScholarOne™ Manuscripts. Please read the Manuscript Submission guidelines below, and then simply visit <http://mc.manuscriptcentral.com/jspr> to login and submit your article online.

IMPORTANT: Please check whether you already have an account in the system before trying to create a new one. If you have reviewed or authored for the journal in the past it is likely that you already have an account. For further guidance on submitting your manuscript online please visit ScholarOne [Online Help](#).

All papers must be submitted via the online system. If you would like to discuss your paper prior to submission, please refer to the contact details below.

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### 4. Journal contributor's publishing agreement

Before publication, SAGE requires the author as the rights holder to sign a Journal Contributor's Publishing Agreement. SAGE's Journal Contributor's Publishing Agreement is an exclusive licence agreement which means that the author retains copyright in the work but grants SAGE the sole and exclusive right and licence to publish for the full legal term of copyright. Exceptions may exist where an assignment of copyright is required or preferred by a proprietor other than SAGE. In this case copyright in the work will be assigned from the author to the society. For more information please visit our [Frequently Asked Questions](#) on the SAGE Journal Author Gateway.

#### 4.1 SAGE Choice

If you wish your article to be freely available online immediately upon publication (as some funding bodies now require), you can opt for it to be included in SAGE Choice subject to payment of a publication fee. The manuscript submission and peer reviewing procedure is unchanged. On acceptance of your article, you will be asked to let SAGE know directly if you are choosing SAGE Choice. For further information, please visit [SAGE Choice](#).

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### 5. Declaration of conflicting interests

Within your Journal Contributor's Publishing Agreement you will be required to make a certification with respect to a declaration of conflicting interests. *Journal of Social and Personal Relationships* does not require a declaration of conflicting interests but recommends you review the good practice guidelines on the [SAGE Journal Author Gateway](#).

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## 6. Other conventions

None applicable.

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## 7. Acknowledgements

Authors will be asked to provide details on funding when uploading their manuscript to SAGEtrack. As *Journal of Social and Personal Relationships* is double blind, authors will be asked to remove the funding information from the manuscript text. Please follow the instructions on the SAGEtrack site.

For more information on the guidance for Research Funders, Authors and Publishers, please visit: <http://www.rin.ac.uk/funders-acknowledgement>

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## 8. Permissions

Authors are responsible for obtaining permission from copyright holders for reproducing any illustrations, tables, figures or lengthy quotations previously published elsewhere. For further information including guidance on fair dealing for criticism and review, please visit our [Frequently Asked Questions](#) on the SAGE Journal Author Gateway.

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## 9. Manuscript style

### 9.1 File types

Only electronic files conforming to the journal's guidelines will be accepted. Preferred formats for the text and tables of your manuscript are Word DOC, RTF, XLS. LaTeX files are also accepted. Please also refer to additional guideline on submitting artwork below.

### 9.2 Journal Style

*Journal of Social and Personal Relationships* conforms to APA style; guidelines are outlined in the *Publication Manual* (6<sup>th</sup> ed.) published by the American Psychological Society.

### 9.3 Reference Style

*Journal of Social and Personal Relationships* operates an [APA reference style](#). [Click here](#) to review the guidelines on APA to ensure your manuscript conforms to this reference style. [\[link to landing page for http://www.uk.sagepub.com/repository/binaries/pdf/APA\\_reference\\_style.pdf\]](#).

### 9.4. Manuscript Preparation

The text should be double-spaced throughout and should be standard 10 or 12 point.

#### 9.4.1 Your Title, Keywords and Abstracts: Helping readers find your article online

The title, keywords and abstract are key to ensuring readers find your article through online search engines such as Google. Please refer to the information and guidance on how best to title your article, write your abstract and select your keywords by visiting SAGE's Journal Author Gateway Guidelines on [How to Help Readers Find Your Article Online](#).

#### **9.4.2 Corresponding Author Contact details**

Provide full contact details for the corresponding author including email, mailing address and telephone numbers. Academic affiliations are required for all co-authors. These details should be presented separately to the main text of the article to facilitate anonymous peer review.

#### **9.4.3 Guidelines for submitting artwork, figures and other graphics**

For guidance on the preparation of illustrations, pictures and graphs in electronic format, please visit SAGE's [Manuscript Submission Guidelines](#).

If, together with your accepted article, you submit usable colour figures, these figures will appear in colour online regardless of whether or not these illustrations are reproduced in colour in the printed version. If a charge applies you will be informed by your SAGE Production Editor. For specifically requested colour reproduction in print, you will receive information regarding the costs from SAGE after receipt of your accepted article.

#### **9.4.4 Guidelines for submitting supplemental files**

*Journal of Social and Personal Relationships* does not currently accept supplemental files.

#### **9.4.5 English Language Editing services**

Non-English speaking authors who would like to refine their use of language in their manuscripts might consider using a professional editing service. Visit <http://www.sagepub.co.uk/authors/journal/submission.sp> for further information.

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## **10. After acceptance**

### **10.1 Proofs**

We will email a PDF of the proofs to the corresponding author.

### **10.2 E-Prints and Complimentary Copies**

SAGE provides authors with access to a PDF of their final article. For further information please visit <http://www.sagepub.co.uk/authors/journal/reprint.sp>. We additionally provide the corresponding author with a complimentary copy of the print issue in which the article appears (up to a maximum of 5 copies for distribution to co-authors).

### **10.3 SAGE Production**

At SAGE we place an extremely strong emphasis on the highest production standards possible. We attach high importance to our quality service levels in copy-editing, typesetting, printing, and online publication (<http://online.sagepub.com/>). We also seek to uphold excellent author relations throughout the publication process.

We value your feedback to ensure we continue to improve our author service levels. On publication all corresponding authors will receive a brief survey questionnaire on your experience of publishing in *Journal of Social and Personal Relationships* with SAGE.

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## **11. Further information**

Any correspondence, queries or additional requests for information on the Manuscript Submission process should be sent to the Editorial Office as follows:

The Editor  
Professor Mario Mikulincer, Dean  
The New School of Psychology  
Interdisciplinary Center (IDC) Herzliya

Tel: 972 9 9602888  
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