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Submit to *The Journal of Perinatal Education*

INFORMATION FOR AUTHORS

Increase your credibility as a maternal-child health professional and share your expertise with colleagues by submitting a manuscript to *The Journal of Perinatal Education (JPE)*, the official publication of Lamaze International and the leading peer-reviewed journal for childbirth educators.

Through evidence-based articles, *JPE* keeps childbirth educators informed about research and its implications for practice. The journal's features provide practical resources and advice educators can use to enhance the quality and effectiveness of their teaching to prepare expectant parents for birth.

We solicit the following categories of manuscripts:

- original or replicated research studies with implications for perinatal education (these typically include an introduction, literature review, methods, results, discussion, and implications for practice);
- systematic review of the literature providing evidence to support current best practices that promote, support, and protect normal birth;
- examples of exemplary maternal-newborn services or clinical projects that translate best evidence into practices;
- current issues or emerging trends that influence care practices for childbearing families and newborns;
- letters to the editor of 300 words or less; and
- creative submissions such as poetry, photos, and drawings.

CONTACT US

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SUBMITTING YOUR MANUSCRIPT

JPE uses an online manuscript submission and peer review system, Editorial Manager®. To access this system and submit your manuscript to *JPE*, log on to:

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First-time users must click the “Register” option and enter the requested information. Upon successful registration, you will receive an e-mail with your assigned user name and password. If you have already received a user name and password or if you are a repeat user, do not register again. Instead, click the “Login” option and log in to the system as an author. Submit your manuscript according to the instructions provided for authors. You will be able to track the progress of your manuscript through the system.

If you have difficulties uploading your manuscript, please contact the journal office (journal@lamaze.org).

PREPARING YOUR MANUSCRIPT FOR SUBMISSION

Authors must prepare manuscripts according to the *Publication Manual of the American Psychological Association* (fifth edition) for grammar, punctuation, and style.

Cover letter, contact information, and special instructions: Prepare a brief cover letter to submit as a separate electronic file for uploading to Editorial Manager. Include the full title of your manuscript; identify the corresponding author, including name, preferred contact information (e-mail address, phone numbers, and postal mailing address); and add any comments or indicate specific features of the manuscript that the editors should note. The cover letter should also identify any tables, figures, or other items (e.g., photos) that accompany the manuscript; need special headings or captions; and/or may require written permission to be published.

Title page: Include the full title of your manuscript and list all authors’ full names, academic degrees, and affiliations. Clearly identify the corresponding author. Save the title page as a separate electronic file for uploading to Editorial Manager.

Abstract and keywords: Provide an abstract (limited to 120 words) that summarizes the main points of the manuscript. Also, include 3–5 keywords for indexing purposes.

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Citations and references: *JPE* adheres to the *Publication Manual of the American Psychological Association* (APA; fifth edition) style requirements, in which citations are included in the text, using the author's last name and date, and the reference list is alphabetized by the author's last name. All reference listings should be double-spaced and directly follow the text pages of your manuscript. In the reference list, the first line of each entry should be flush left, with subsequent lines indented 1/2 inch.

As the manuscript's author, you are responsible for ensuring citations in the text and corresponding reference list are correct, complete, and conform to APA's style requirements. Your careful attention to correctly citing and referencing sources helps confirm your reliability as a researcher and author.

The following information provides just a few formatting examples of common citations and references. For a more comprehensive list of citation and reference style entries, please refer to the *Publication Manual of the American Psychological Association* (fifth edition).

- Citations in the text:
 - In a **single-author** study, the author's last name and the year of publication are inserted into the text.

Examples:

- Smith (2006) reported...
- In a recent study (Smith, 2006), findings supported...
- When a work has **two authors**, both authors are always cited when the reference occurs in the text.

Examples:

- A subsequent study (Smith & Jones, 2006) provided more data...
- Smith and Jones (2006) reported...
- When a work has **three, four, or five authors**, all of the authors are cited the first time the work is cited in the text; thereafter, citations include only the first author's last name followed by *et al.* (no italics) and the publication year.

Examples, first citation:

- In a recent study (Smith, Jones, Elmwood, Fox, & Yo, 2006), findings demonstrated that...
- Smith, Jones, Elmwood, Fox, and Yo (2006) reported that...

Examples, second citation:

- Likewise, Smith et al. (2006) proposed that...
- In a similar study (Smith et al., 2006), findings demonstrated that...
- When a work has **six or more authors**, the first and all subsequent citations use only the first author's last name followed by *et al.* (no italics) and the publication year.

Examples:

- Sixormore et al. (2005) reported that...
- In a recent study (Sixormore et al., 2005), findings suggested that...
- **Groups as authors** – The names of government agencies, study groups, associations, and corporations should be spelled out the first time they appear in a citation.

Example, first citation:

- Recent statistics (U.S. Federal Drug Administration [FDA], 2007) indicate that...

Subsequent citations of agencies, groups, etc. with recognizable and previously identified acronyms can use the acronym.

Examples, second citation:

- According to the FDA (2007), statistics reveal...
- Current statistics (FDA, 2007) reveal...
- Generally, arrange **two or more citations within the same parentheses** in the same order they appear in the reference list. In the case of two or more primary authors with

the same last name, include the authors' initials, even if the year of publication is different.

- **Page numbers** – Page numbers should be included when citing quotations or specific parts of a source.

Examples:

- In their study, Smith and Jones (2006) reported, “The sea was angry that day, my friends” (p. 433).
- According to one study, “The sea was angry that day, my friends” (Smith & Jones, 2006, p. 433).

- **Personal communications** include letters, telephone conversations, e-mail messages, discussion groups, and so on. Because others cannot access these materials, personal communications are cited only in the text (not in the reference list). Correct citation includes the initials and last name of the correspondent and the day, month, and year of the communication.

Example:

- (F. Y. Inkling, personal communication, May 7, 2005)

- Reference entries:

- **Each reference should contain** the author's last name, first initials, year of publication, title of article, journal/publisher name, page numbers of article, and, if required, publisher's location. Below are examples of some common APA-style formats of reference entries.

Article, example:

Smith, J. D. (2006). Title of article. *Title of Periodical*. x(x), xxx–xxx.

Book, example:

Jones, F. S. (2007). *Title of book*. Location [City, State]: Publisher.

Chapter in a book, example:

Elmwood, A. N., & Fox, G. Y. (2005). Title of chapter. In W. Blueski (Ed.), *Title of book* (pp. xxx–xxx). Location [City, State]: Publisher.

Online work, example:

Jones, F. S. (2005). *Title of article*. Retrieved July 4, 2006, from <http://www.xyzfindxyz.com>

[Provide an up-to-date and specific URL that leads directly to the reference item, not simply to an all-purpose Web site generally related to the resource.]

- **Order of reference entries:**

- References should be alphabetized, based on the author's last name.

- Works by the same author should be listed chronologically.
- If multiple works by the same author published in the same year are listed, they should be ordered alphabetically, by title (excluding “A” or “The”), and a lowercase letter—*a, b, c*, and so on—placed immediately after the year of publication to distinguish between each work.
- Different authors with the same last name should be listed alphabetically by first initial.

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Reviewers who receive your manuscript are blinded; likewise, you do not know the reviewers' identities. The editor-in-chief reads the reviewers' comments and, based on their assessments, makes a final decision on whether your manuscript is accepted for publication or, perhaps, needs significant revisions for resubmission.

After a decision is made, *JPE*'s editorial office notifies you with an e-mail message from its Editorial Manager site. All of the reviewers' comments are included in the decision letter, which may also contain the editor-in-chief's summary of some of the main reasons for the decision.

If your manuscript is accepted for publication in an upcoming *JPE* issue, you'll receive further instructions on submitting minor revisions, if necessary, before final publication. If, on the other hand, major revisions and resubmission are recommended, you'll receive suggestions on ways to address your manuscript's limitations and how to improve its potential publication in *JPE*.

PUBLICATION ACCEPTANCE

E-proof: When a manuscript is accepted for publication, *JPE*'s editorial office sends the corresponding author information about the article's projected publication date. Also, the corresponding author receives an “e-proof” from *JPE*'s production editor at Dartmouth Journal Services (<http://www.dartmouthjournals.com/>), the company that typesets and produces the journal. After receiving the e-proof, the author has a 48-hour turnaround time to submit any minor, last-minute edits or adjustments before the article goes to final press.

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