

## Author Guidelines

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Submissions by anyone other than one of the authors will not be accepted. The submitting author takes responsibility for the paper during submission and peer review. If for some technical reason submission through the online system is not possible, the author can contact [luuk.vanwaes@ua.ac.be](mailto:luuk.vanwaes@ua.ac.be) for support.

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### Procedure

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Further correspondence and proofs will be sent to the author(s) before publication unless otherwise indicated. All papers are submitted under the condition that authors accept that their paper might be edited for readability. All enquiries concerning the publication of accepted papers should be addressed to: [luuk.vanwaes@ua.ac.be](mailto:luuk.vanwaes@ua.ac.be).

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**Linguistic editing** The journal's language of publication is English. Published articles need to meet high academic writing standards. If English is not your mother tongue, please have your text read, edited and proofread by a native speaker of

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English before submission. The JoWR community offers a special service: community members will act as linguistic editors in the final pre-publication stage. However, this service is only available for papers that were already edited linguistically prior to submission.

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**Manuscript Format** The Journal of Writing Research follows the APA guidelines (APA Manual, 6th edition). The second part of this document includes general and more specific guidelines for the different sections of your paper.

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**Consent form** Follows later.

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## General guidelines

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<b>Title page</b>	<p>The following information should be included on the title page and should be submitted as a separate file:</p> <ul style="list-style-type: none"><li>▪ Paper title</li><li>▪ Full author names</li><li>▪ Professional affiliation for all authors</li><li>▪ Email addresses for all authors</li><li>▪ Abstract (max. 200 words)</li><li>▪ Keywords (max. 5)</li><li>▪ Contacting author and full (institutional) mailing address</li><li>▪ Suggestion for running head (header)</li></ul>
<b>Article</b>	<p>Repeat the information of the title page on the second page, but remove all references to the authors. The following sections should be included:</p> <ul style="list-style-type: none"><li>▪ Paper title</li><li>▪ Abstract</li><li>▪ Keywords</li><li>▪ Body</li><li>▪ References</li></ul>
<b>Figures and Tables</b>	<p>Include figures and tables in the appropriate place in your article. For the formatting of figures and tables (incl. captions), follow the APA guidelines.</p>
<b>Figures</b>	<p>Add a separate zip-file with all the figures you would like to include in a high-resolution graphic format (e.g. tiff or eps).</p>
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## Sections of the paper

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<b>Title</b>	<p>Guidelines for titles and subtitles:</p> <ul style="list-style-type: none"><li>▪ Use sentence case.</li><li>▪ Separate title and subtitle with a colon.</li><li>▪ Start the subtitle with a capital letter.</li></ul> <p>Running head: Provide a suggestion for the running subtitle that will appear in the header of the odd pages (max: 45 characters).</p>
<b>Authorship information</b>	<p>Provide the following information about the authors:</p> <ul style="list-style-type: none"><li>▪ Full author names</li><li>▪ Professional affiliation</li><li>▪ Email addresses</li><li>▪ Contacting author and full (institutional) mailing address</li></ul>
<b>Abstract</b>	<p>The abstract section should be independent, citation-free, and should not exceed 200 words.</p>
<b>Keywords</b>	<p>Please include no more than five keywords that reflect the paper's content, below the abstract.</p>
<b>Body of the article</b>	<p>Please adhere to the following formatting guidelines:</p> <ul style="list-style-type: none"><li>▪ Use single line spacing.</li><li>▪ Use no more than three hierarchical levels for section headings.</li><li>▪ Only use italics to emphasize or mark items in your text (not bold or underlined).</li><li>▪ Indent the start of a new paragraph 1 cm (tab); do not indent after a heading, table, figure, or bulleted list.</li></ul>
<b>Notes</b>	<p>Only use end notes in your text and limit the number of notes to a strict minimum.</p>
<b>Acknowledgements</b>	<p>All acknowledgments (if any) should be included at the very end of the paper before the references and may include supporting grants, presentations, and so forth.</p>
<b>References:</b>	<p>Guidelines for the reference section:</p> <ul style="list-style-type: none"><li>▪ The references section appears at the end of the article, beginning on a separate page, after the text (and notes).</li><li>▪ Authors are responsible for ensuring that the information in each reference is complete and accurate according to the APA style guide (6th edition).</li><li>▪ The reference list may only contain references which were cited in the paper; all other references will be automatically removed.</li><li>▪ If you include reference titles in a language other than English, please add, a translation of the title in English, between [brackets] directly after the title.</li></ul>
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<b>Figures</b>	<p>Guidelines for figures:</p> <ul style="list-style-type: none"><li>▪ Include each figure in your manuscript in the appropriate place.</li></ul>

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- Add a numbered caption and a descriptive title below each figure.
  - Provide each figure in a high resolution format (tiff or eps) in a separate file and compress all the figures in a zip or rar file.
  - Refer to each figure at least once in the running text (see Figure x).
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#### **Appendices**

Add appendices at the end of the paper. Indicate them as Appendix A, Appendix B in the running text. We encourage authors to include coding schemes, measuring instruments, etc. to share with the writing research community.

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