Journal of Police and Criminal Psychology
Instructions for Authors

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SUBMISSION GUIDELINES

1. Submission is a representation that the manuscript has not been published previously and is not currently under consideration for publication elsewhere. A statement transferring copyright from the authors (or their employers, if they hold the copyright) to Society for Police and Criminal Psychology will be required before the manuscript can be accepted for publication.

2. Manuscripts should be submitted in Word format. PDF is not an acceptable file format. Manuscripts must be double-spaced, leaving margins of at least 1". Manuscript length should be reasonable for the contribution offered.

3. A title page is to be provided and should include the title of the article, author’s name (no degrees), author’s affiliation, and suggested running head. The affiliation should comprise the department, institution (usually university or company), city, and state (or nation). For office purposes, the title page should include the email address and telephone number of the one author designated to review proofs.

4. An abstract, preferably no longer than 100—200 words, is to be provided on a separate page.

5. A list of 4-5 key words is to be provided directly below the abstract. Key words should express the precise content of the manuscript, as they are used for indexing purposes.

6. Mathematical notation should be typewritten wherever possible. If handwritten notation must be used, it should be clear and legible, with any necessary explanatory notes located in the margin. Equations should be numbered consecutively with Arabic numerals in parentheses and should be thusly referred to in the text. Equation references in the text should be abbreviated such as: As shown in Eq. (5), the model …
7. All sections should be numbered with Arabic numerals (such as 1. INTRODUCTION). Subsections should be identified with section and subsection numbers (such as 6.1).

**Second-Value Subheading.** An independent single number system (one for each category) should be used to label all theorems, propositions, corollaries, definitions, remarks, examples, etc. The label (such as Theorem 4) should be typed with paragraph indentation, followed by a period and the theorem itself.

8. Figures or illustrations (photographs, drawings, diagrams, and charts), are to be numbered in one consecutive series of Arabic numerals (e.g., Fig. 3). The captions for illustrations should be typed on a separate sheet of paper. Figures should be prepared with india ink or some other clear, high contrast process (e.g., laser printer). Either original drawings or good quality photographic prints are acceptable. Figure captions are abbreviated (e.g., Fig. 3. Time series plot).

9. Tables should be numbered (preferably with roman numerals) and referred to by number in the text (without abbreviation). Each table should be typed on a separate sheet of paper.

10. Citations within the text should be styled as: Jones (1987) or (Jones, 1987), whichever is appropriate. Where there are three or more authors, only the first author’s name is given in the text, followed by et al. (e.g., Jones et al., 1983). Specific page citations in the text should be styled as: Jones (1987, pp. 108—109) or (Jones, 1987, 118—119).

11. List references alphabetically at the end of the paper and refer to them in the text by name and year in parentheses. References should include (in this order): last names and initials of all authors, year published, title of article, name of publication, volume number, and inclusive pages. The style and punctuation of the references should conform to that outlined in the Publication Manual of the American Psychological Association (2001), illustrated by the following examples:

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12. Footnotes should be numbered consecutively using Arabic numerals and should be typed at the bottom of the page to which they refer.
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