

Running head: [INSERT RUNNING HEAD]

MANUSCRIPT FORMAT FOR JOURNAL ARTICLES SUBMITTED TO AMMONS  
SCIENTIFIC, LTD. FOR POSSIBLE PUBLICATION IN *PERCEPTUAL AND MOTOR  
SKILLS OR PSYCHOLOGICAL REPORTS*<sup>1, 2</sup>

FIRST I. SURNAME

*Affiliation*

HYPHENATED-FIRST I. SURNAME

*Affiliation*

FIRST I. I. SURNAME AND FIRST I. SURNAME

*Same Affiliation for Two Authors*

FIRST I. SURNAME, FIRST I. SURNAME, AND FIRST I. SURNAME

*Same Affiliation for Three Authors*

FIRST SECOND SURNAME

*Affiliation*

FIRST SECOND HYPHENATED-SURNAME

*Affiliation*

FIRST I. COMPOUND SURNAME

*Affiliation*

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<sup>1</sup> Address correspondence to [Name, Complete Address] or e-mail [(insert e-mail address in parentheses)].

<sup>2</sup> [Optional footnote, if needed, for recognition.]

*Summary.*—Type the Summary in one paragraph, on a page by itself. 150 words are allowed in this section. Numbers, in this section only, should be typed as numerals. In this section and throughout the paper, do not break long words by hyphenating but allow words to wrap automatically. Margins should all be set at 1 in., lines should be left-justified, and paragraphs should be indented to .5 in. Line numbering should be turned on in the body of the manuscript to facilitate the reviewing and editing processes. Type only one space following the end of a sentence. Please read our instructions for authors at <http://www.ammonsscific.com/pages/docs/Instructions-for-Submitting-a-Manuscript.pdf> .

1 *Basic Sections of a Manuscript*

2 After the Summary, begin the introductory section on a new page. There is no heading  
3 for this section, which should briefly introduce the subject and give a brief background of  
4 previously published research on the subject. Be sure to include appropriate articles from the  
5 Journal to which the article is submitted.

6 The text of a note-size manuscript, i.e., one or two published pages, may be placed  
7 entirely in this section. In such small papers, sections may be designated by using italicized,  
8 indented paragraph headings, as described below.

9 End this section with a clear statement of hypotheses based on the literature review. For  
10 more detailed instructions, refer to the *Publication Manual* of the APA (American Psychological  
11 Association, 2001).

12

13 *Method*

14 In the Method section, give a clear description of the study and how it was carried out.  
15 Specifically describe the procedures and materials used, so the study can be replicated. The  
16 subsections, with brief content descriptions, in order, are:

17 *Participants*

18 Describe the sample: how many participants, how they were recruited. Provide basic  
19 demographics (age and *SD*, sex distribution, etc.).

20 *Measures*

21 Each subsection here should describe one questionnaire or interview or objective  
22 observation. Include details of the origin of the measure, the number of items and subscales,  
23 format of responses, scoring and known psychometric qualities.

1 *Procedures*

2 Explain how the experiment was done. Who tested participants, where were they tested  
3 or observed, etc.

4 *Analysis*

5 Describe the analyses applied to the data. It is helpful if you arrange this section to be  
6 coherent with the hypotheses.

7

8 Results

9

10 Describe the results of the study in the Results section. Use tables if possible to present  
11 data in a clear and easy-to-interpret format. Present first the descriptive statistics so that the  
12 results can be more easily compared to other studies. You are strongly encouraged to use  
13 statistical analyses that can be reported also as effect size, or odds ratio, etc., to facilitate readers'  
14 understanding and ability to compare with the literature.

15

16 Discussion

17

18 Use this section to discuss the results, mention any limitations of the current study, and  
19 suggest further research that would be helpful.

20

21 (Alternatively:) Results and Discussion

22



American Psychological Association. (2001) *Publication Manual of the American Psychological Association* (5th ed.) Washington, DC: Author.

[NOTE: the following references are given as examples only.]

Jones, C. D. (2007) Title of paper, which is an article or chapter published in a book. In X. Y. Editor (Ed.), *Complete title of book*. City, MA: Some Univer. Press. Pp. 3-23.

Jones, X. Y. (2006) Title. In W. Y. Editor (Ed.), *Book Title*. City, MT: Another Univer. Press.

Smith, A. B. (2007) Title of paper, which is published in a journal. *Name of Journal*, 1, 1-20.

Smith, A. B., & Jones, C. D. (2007) *Title of paper, which is a government publication*. (Current Reports, Special Series P23-189) Washington, DC: U.S. Department of Something.

Smith, A. B., Jones, C. D., Brown, E. F., & Green, G. H. (2007a) Title. *Journal*, 17, 36-55.

Smith, A. B., Jones, C. D., Brown, E. F., & Green, G. H. (2007b) *Title of book written in original language* [Title of book translated into English]. (V. W. Translator, Transl.) New York: Name of Publ. (Original published 1900)

Smith, A. B., Jones, C. D., Brown, E. F., Green, G. H., Webb, I. J., Smart, K. L., & Black, M. N. (2006) Title. *Journal*, 104, 54-67.

## 1 APPENDIX

2 *General Instructions Relating to Journal Style*

## 3 Citing of References

4

5 Throughout the paper, cite each reference as described below. Note that an ampersand  
6 (&) is used only inside parentheses.

7

8 *Citing a Reference with a Single Author*

9 Smith (2007) or (Smith, 2007) is the correct way to cite a reference with a single author.

10

11 *Citing a Reference with Two Authors*

12 When citing a reference with two authors, list both names with each citation, e.g., Smith  
13 and Jones (2007) or (Smith & Jones, 2007).

14

15 *Citing a Reference with Three to Six Authors*

16 When citing multiple authors, the *first* citation of each reference must contain each  
17 author's name and the year—for example: Smith, Jones, Brown, and Green (2007), or (Smith,  
18 Jones, Brown, & Green, 2007). Subsequent citations to that reference would be written as Smith,  
19 *et al.* (2007) or (Smith, *et al.*, 2007).

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21 *Citing a Reference with Seven or More Authors*



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### *Italicized Subheading*

Use italicized subheadings, flush left, for the second level of headings; these often include: *Participants, Measures, Apparatus, Materials, Research Design, Procedure, Treatment, Statistical Analysis*, etc.

*Italicized paragraph heading*.—Capitalize only first words or proper nouns, follow with a period and an em dash (.—), and continue in paragraph form.

### *Headings in Papers Requiring Five Levels:*

Although the lowest three levels shown below are usually sufficient, occasionally a lengthy or detailed paper may require four or five levels of headings. A five-level manuscript will use all of the headings listed below, while a four-level paper will use only the lowest four headings.

CAPITALIZED, CENTERED HEADING

*Centered, Italicized, Uppercase and Lowercase Heading*

Centered Uppercase and Lowercase Heading

*Italicized Subheading*

*Italicized paragraph heading*.—

### Use of Abbreviations in the Text

The style of these Journals varies slightly from the APA's *Publication Manual* (American Psychological Association, 2001) in regard to abbreviations, which are not limited to

1   parenthetical use. These differences are mentioned below. For all other questions regarding use  
 2   of abbreviations, please consult the *APA Publication Manual*.

3

4   *Latin Abbreviations for English Terms*

5           In these Journals, the following abbreviations are preferred in the text and are not limited  
 6  
 7   to parenthetical use.

8	for example	, e.g.,
9	and so forth	, etc.
10	that is	, i.e.,
11	versus	vs

12

13   *Abbreviations for Units of Time Used with a Numeric Value*

14           The following abbreviations for units of time are preferred in the text when accompanied  
 15   by numeric values: month = mo., week = wk., hour = hr., minute = min., second = sec.,  
 16   millisecond = msec., etc.

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18           Appropriate use of abbreviations of units of time:  
 19            “Instructors studied 25 girls over a 2-wk. baseline phase and a 10-wk. intervention period.”  
 20            “This test was given to 6- to 8-yr.-old children during a 2-hr. after-school training session.”  
 21            “Times of 120 to 205 msec. were recorded for amplitudes between 50 and 90 mm while sitting.”

22

Reference Format

23           APA style is appropriate for basic reference format with a few exceptions: (a) following  
 24   the date (which is inside parentheses) there should be no period, (b) the volume number of a  
 25   journal should be in roman type (not italicized).

26

27           Ammons, C. H., Slotnick, G., & Ammons, R. B. (1950) Performance of a serial paired-associate motor  
 28            task. *Motor Skills Research Exchange*, 2, 39-43.

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1           APA style is also appropriate for abbreviations in reference lists, except for the following  
2 terms, which should be abbreviated as shown here:

3	Publisher	Publ.
4	Translator	Transl.
5	University	Univer.
6	Pages	Pp.