

### **Editorial Scope and Audience**

*The Psychologist-Manager Journal* (TPMJ) is a scholarly publication for members of the Society of Psychologists in Management (SPIM) and others with similar interests. Conceptualized as a hybrid between a journal and a professional guide to good managerial practice, it is directed at the practicing psychologist-manager. Submissions are invited for the following areas:

**Management Principles: The Theory of Management:** Full-length articles (typically 20 double-spaced typed pages, including references) discussing a particular theoretical application. The relevance for the practice of psychology in management should always be clear.

**Live from the Firing Line: The Practice of Management:** These brief articles (typically under 15 double-spaced manuscript pages) should be lively, well-written, first-hand experiences illustrating particularly effective management techniques or methods, difficult situations or failures. The experiences should hold general appeal to the readership and should clearly communicate the learning that came from the experience.

**Research Tools for the Psychologist-Manager:** Original empirical research relevant to the practicing psychologist-manager. Studies of applications of management to psychology or psychology to management are welcome, provided they have clear and direct implications for the psychologist-manager. These articles are normally 25 pages or less, including all figures and tables.

**Book Reviews and Other Submissions:** Innovative contributions of value to psychologist-managers are encouraged.

### **Instructions to Authors**

**Submission of Manuscripts.** Manuscripts should be submitted electronically and follow publication guidelines of the *Publication Manual of the American Psychological Association* (5th ed.). All manuscripts must include an abstract (usually 125 words or less) and should be double-spaced throughout.

Completed manuscripts should be submitted to: Rosemary Hays-Thomas, Ph.D., Editor, *The Psychologist-Manager Journal*, [rlowe@uwf.edu](mailto:rlowe@uwf.edu), Department of Psychology, The University of West Florida, Pensacola, FL, 32514-5751, (850)474-2362.

TPMJ publishes only original work that has not in whole or in substantive part been published elsewhere. Submissions are assumed to be original, unpublished, and not under consideration by any other publisher. Authors are responsible for obtaining permission to reproduce copyrighted material from other sources and are required to sign an agreement for the transfer of copyright to The Society of Psychologists in Management. All accepted manuscripts, artwork, and photographs become the property of the publisher.

Manuscripts should be submitted as an electronic attachment in MSWord or WordPerfect. Alternatively they may be submitted on disk with one paper copy of the manuscript. (Manuscripts, accepted or not, will not be returned to authors.) To ensure accurate transmission of manuscript, please follow up if submission is not acknowledged within two weeks. Persons whose manuscripts are accepted for publication will be expected to submit their work electronically, following technical production guidelines sent at the time of acceptance for publication. Authors are encouraged to contact the editor about a topic before submitting completed manuscripts.

Because a blind review is used, the author's name should appear only on the cover sheet. Include a separate cover sheet with the manuscript title, author's name and affiliation, mailing address, phone and fax numbers, and electronic mail address. Do not refer to the author(s) anywhere in the text.

**Illustrations.** Illustrations submitted (line drawings, halftones, photos, photomicrographs, etc.) should be clean originals or digital files. Digital files are recommended for highest quality reproduction and should follow these guidelines: (1) 300 dpi or higher; (2) sized to fit on journal page; (3) EPS, TIFF, or PSD format only; (4) submitted as separate files, not embedded in text files

**Tables and Figures.** Tables and figures should not be embedded in the text, but should be included as separate sheets or files. A short descriptive title should appear above each table with a clear legend and any footnotes suitably identified below. All units must be included. Figures should be completely labeled, taking into account necessary size reduction. Captions should be typed, double-spaced, on a separate sheet.

**Proofs and Reprints.** One set of page proofs is sent to the designated author using Taylor & Francis' Central Article Tracking System (CATS). Proofs should be checked and returned promptly. The corresponding author of each article will receive one complete copy of the issue in which the article appears. Reprints of an individual article may be ordered from Taylor & Francis by using the link to the reprint order form included with page proofs.