



## International Journal for Human Caring

### AUTHOR GUIDELINES

#### Purpose of the Journal

The *International Journal for Human Caring* (IJHC) objective is to serve as a scholarly forum for all nurses and other disciplines interested in the advancement of knowledge of human care and caring. Particular emphasis is in caring related to health, human relationships, and improvement of the human condition. The Journal is most **useful** to **all** nurses and health personnel worldwide in hospitals, universities, research centers, libraries, and health and social science settings. Social scientists and professionals from many other disciplines have found scholarship from the International Association for Human Caring to be of great interest, and are also encouraged to submit manuscripts.

Authors interested in submitting manuscripts, aesthetic expressions, and other original work should submit work by attached email with a letter describing interest in manuscript review by IJHC.

#### Publication Policy

**Solicited articles:** Solicited articles for the Special Topics issue should be submitted via attached email to the issue editor when scheduled and to Zane Robinson Wolf, PhD, RN, FAAN Editor, International Journal for Human Caring, La Salle University, School of Nursing, 1900 West Olney Avenue, Philadelphia, PA 19141. Dr. Wolf's email address is: [wolf@lasalle.edu](mailto:wolf@lasalle.edu). Articles are due no later than the date indicated by the Editor. A completed Article Submission Form (attached) and a Copyright Release Form (attached) must accompany the submission. A signed Copyright Release Form should also be sent to Dr. Wolf by regular postage. If the article is not accepted for publication, the copyright assignment will automatically return to the author.

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**Journal Categories:** Regular articles are complete research, theoretical papers, issues papers, and others. Student papers are also accepted as are aesthetic expressions of care and caring. Book reviews are also accepted.

**Copyright:** Authors must release copyright ownership to their manuscript at the time of its submission to the journal. A copyright release form is attached. This signed form must accompany the manuscript before processing for publication can begin.

#### General Information:

**Articles submitted to IJHC for review by the Editor and members of the Editorial Review Board should not be submitted to another journal for consideration to be published.**

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#### General Instructions:

Submit a manuscript online in lieu of hardcopies to: [wolf@lasalle.edu](mailto:wolf@lasalle.edu). IJHC prefers online submission and should be sent as a single Word attachment.

#### Typing instructions

Use Microsoft Word for word-processing the manuscript; PDF files are not accepted.

The following are the basics for all manuscripts submitted to International Journal for Human Caring:

- Double space all copy, including quotations, lists, and references/notes.
- Do not right justify.
- Leave a one-inch margin on all sides
- Order the pages as follows: title page; abstract, including key words; text; references; tables; and figures.
- Number pages consecutively, beginning with the title page.

The manuscript should be organized in the following sequence:

#### Title page

The title page should carry (1) the title of the article; (2) author names (with highest academic degrees), affiliations, (including titles, departments, and name and location of institutions to which the work should be attributed) and any acknowledgments or credits; (3) address for correspondence, e-mail, FAX, and phone numbers.

Abstract

Body of article

Acknowledgments

References

Tables

Figures with legends

Appendixes

Identify the **word count** of the entire manuscript.

#### Abstract/Key Words

Include an abstract of 100 words or fewer. The abstract should briefly highlight conclusions of the article. Also include up to 10 key words that describe the contents of the article like those that appear in Cumulative Index to Nursing & Allied Health Literature (CINAHL) or The National Library of Medicine's Medical Subject Headings (MeSH).

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All quoted material should be double-spaced and must be referenced/noted at the end of text. References/notes must include the complete source of the original publication, including page number. (See "Permissions" for details on obtaining permission to reprint quotations.)

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References should be cited in text and styled in the reference list according to the Publication Manual of the American Psychological Association (the most recent edition). Washington, DC: Author. Articles will be returned

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#### **Journal article, one author**

Bekerian, D. A. (1993). In search of the typical eyewitness. American Psychologist, 48, 574-576.

#### **Journal article, two authors**

Klimoski, R., & Palmer, S. (1993). The ADA and the hiring process in organizations. Consulting Psychology Journal: Practice and Research, 45(2), 10-36.

#### **Abstract as original source**

Woolf, N. J., Young, S. L., Fanselow, M. S., & Butcher, L. L. (1991). MAP-2 expression in cholinceptive pyramidal cells of rodent cortex and hippocampus is altered by Pavlovian conditioning. Society for Neuroscience Abstracts, 17, 480.

#### **Book**

Kuhns, P. K., & Kellogg, R. (1982). Agency mergers: A cost-effective approach to improving patient care. New York: National League for Nursing.

The Reference list should be alphabetized by the author's last name and double-spaced.

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Use *disability* to describe a functional limitation that interferes with a person's ability to walk, hear, see, talk, learn.

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Have you left 1-inch margins for editorial marking?

Have you sent a note to the Editor/Special Issue Editor identifying your interest in having your manuscript reviewed for publication consideration by IJHC.

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Have you eliminated any unnecessary abbreviations and acronyms and expanded (spelled out) all acronyms the first time they appear in the manuscript?

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