



Guidelines for Authors

Revised September 2015

Learned Publishing

Aims and scope

Learned Publishing publishes peer reviewed research, reviews, industry updates and opinions on all aspects of scholarly communication and publishing. Written by and published for everyone involved with scholarly and professional communications, our readership includes publishers, vendors, librarians, academics and researchers from around the world.

Our vision is that the journal will contribute to improved quality and effectiveness in scholarly publishing by providing a source of relevant and authoritative research and opinion.

We welcome pre-submission enquiries: if you are in doubt about the suitability of your article, please contact either the Editor-in-Chief, Pippa Smart (editor@alpsp.org), or the North American Editor, Judy Luther (us-editor@alpsp.org).

Submission

Papers should be submitted online. For detailed instructions please go to: <http://mc.manuscriptcentral.com/leap> Previous users can check for existing accounts and new users should create a new account. Help with submitting online can be obtained from the Editor-in-Chief, Pippa Smart (editor@alpsp.org).

With your submission please ensure that you include (either within the article or in your submission email):

- The article in full, with figures, etc, as per article type indicated below (note: where where you are submitting a video, please only send in the article title and abstract when you submit, and we will then discuss how to send the video)
- The article type you are submitting (original article, industry update or opinion – see below)
- The corresponding author contact details (full address and email address)
- If you want your article blinded from reviewers, ensure that the full article file does not include author details – upload these details as a separate file
- A warranty that the article is not under consideration elsewhere and if it has been previously published please provide details and permissions if required
- Any copyright or permissions that are required (e.g. if your submission is a translation of an already-published article, or if you are re-using any previously-published figures or other content)

When you submit your article online you will receive an acknowledgement and an indication of when you can expect a decision. Note that the Editor-in-Chief makes the final publishing decisions, guided where necessary by the peer reviewers. Note also that the majority of articles require some revision before they are accepted for publication.

The Journal is not able to offer a translation service, but, authors for whom English is a second language may choose to have their manuscript professionally edited before submission to improve the English. A list of independent suppliers of editing services can be found at http://authorservices.wiley.com/bauthor/english_language.asp. All services are paid for and arranged by the author, and use of one of these services does not guarantee acceptance or preference for publication.



Article types

Original articles

1. Reporting original research or review of a topic
2. 3000-6000 words
3. Structure
 - a. Title, authors, author affiliations, emails and photographs if wished
 - b. Abstract: fewer than 200 words – summarise your findings (“we did this, we found that”), do not use the abstract as an introduction to the article
 - c. Key point/s: short list of the key point/s of interest/importance within the article. Presented as bullet list (each bullet only 1 sentence) (this will be used in the article and for promotion) – as an indication, use between 2-6 bullet points
 - d. Article structured as suitable (e.g. Introduction, methods, results, discussion, conclusion, acknowledgements)
 - e. Figures and tables as necessary – with suitable captions
 - f. References and notes (see style below) (N.B. do not use footnotes)
 - g. Supplementary material (appendix, data set) only if appropriate
4. Peer review: these articles will be reviewed by at least 2 people. Please indicate if you would like your name to be blinded from the reviewers. (They will be asked if they are willing to make their name known to you.) Please suggest suitable reviewers (but we reserve the right to use alternative reviewers)
5. Style – remember the journal is mostly read by professional publishers – use short sentences, first person, active voice. Avoid over-long paragraphs and use headings to break up the text.

Industry updates (including case studies)

1. Reporting news and new developments in the industry – descriptive articles (often written by the company behind the development/update)
2. 2000-4000 words
3. Structure
 - a. Title, authors, author affiliations, including emails. Author photographs (these are optional)
 - b. Key point/s: short list of the key point/s of interest/importance within the article. Presented as bullet list (each bullet only 1 sentence). (This will be used in the article and for promotion.) As an indication, use between 2-6 bullet points
 - c. Article structured as suitable (e.g. Introduction, description, future developments, etc.)
 - d. Figures and tables as necessary – with suitable captions
 - e. References and notes (see style below) – in particular include websites and other similar “further reading” type of content in the references (N.B. do not use footnotes)
 - f. Supplementary material (e.g. appendix, data set) only if appropriate
4. Peer review: these articles may be reviewed depending on the topic and detail given. Please indicate if you would like your name to be blinded from the reviewers. (They will be asked if they are willing to make their name known to you.) Please suggest suitable reviewers (but we reserve the right to use alternative reviewers)
5. Style – remember the journal is mostly read by professional publishers – use short sentences, first person, active voice. Avoid over-long sentences and use headings to break up the text.



Opinions

1. Opinions and perspectives on developments, trends and changes in the industry – personal opinions and challenging perspectives welcomed! This section includes letters and reviews of publications/websites, etc.
2. 1000 – 4000 words
3. Structure
 - a. Title, authors, author affiliations, including emails. Author photographs (these are optional)
 - b. Key point/s: short list of the key point/s of interest/importance within the article. Presented as bullet list (each bullet only 1 sentence) (this will be used in promotion) – as an indication, use between 2-6 bullet points
 - c. Article structured as suitable
 - d. Figures and tables if necessary – with suitable captions
 - e. References (see style below) and notes – in particular include websites and other similar “further reading” type of content in the references (N.B. do not use footnotes)
4. Peer review: these articles may be reviewed (depending on the topic and detail given). Please indicate if you would like your name to be blinded from the reviewers. (They will be asked if they are willing to make their name known to you.) Please suggest suitable reviewers (but we reserve the right to use alternative reviewers)
5. Style – remember the journal is mostly read by professional publishers – use short sentences, first person, active voice. Avoid over-long paragraphs and use headings to break up the text.

Video articles

1. Both Industry Updates and Opinions may be suitable for video articles
2. Duration: the video should be short, no longer than 15 minutes
3. The video may be a presentation or a video of the person talking (a presentation is probably preferable in most cases)
4. The submission should provide a text file including;
 - a. Title, authors, author affiliations, including emails. Author photographs (these are optional)
 - b. Abstract/summary: 400-750 words – summarise and introduce the article
 - c. References (see style below) and notes – in particular include websites and other similar “further reading” type of content in the references (N.B. do not use footnotes)
 - d. Supplementary material (e.g. appendix, data set) only if appropriate
 - e. Please do not send a video with the original submission, this will be requested after approval of the topic and after discussion with the editor
5. Peer review: the video itself may be reviewed (depending on the topic and detail given). Please indicate if you would like your name to be blinded from the reviewers. (They will be asked if they are willing to make their name known to you.)
 - a. Note that changes to the video may be requested (e.g. we will require a standard introductory slide to give full citation information)
6. Publication: note that the entire article (i.e. title, abstract, references, and supplementary material) will be published in the printed and online journal with the video. The video will also be made publicly available on the ALPSP YouTube channel.

Style and spellings

Please use short sentences, first person, active voice and avoid jargon where possible. Remember that you are writing mostly for professionals, and not exclusively for academics!

The journal uses Oxford UK spellings. For example: colour, analyse, organization, realize, departmentalization, encyclopaedia, centre, defence, acknowledgement, programme (but program for computing).

For guidelines on editorial style, please consult the [Oxford Style Guide](#). (Note that in references the spelling should match the spelling of the publication – see some of the examples below.)



Reference style

For reference citations, please use APA style. Particular care should be taken to ensure that references are accurate and complete. Give all journal titles in full and provide DOI numbers where possible for journal articles. For a useful guide to the APA style see:

<https://www.library.cornell.edu/research/citation/apa>

In APA style, in-text citations are placed within sentences and paragraphs so that it is clear what information is being quoted or paraphrased and whose information is being cited. For example: 'as has been shown (Leiter & Maslach, 1998)' or 'as Leiter and Maslach (1998) demonstrated'.

Examples:

Journal article

Sanchez, D., & King-Toler, E. (2007). Addressing disparities consultation and outreach strategies for university settings. *Consulting Psychology Journal: Practice and Research*, 59(4), 286-295.

[doi:10.1037/1065-9293.59.4.286](https://doi.org/10.1037/1065-9293.59.4.286)

Book

Frank, R. H., & Bernanke, B. (2007). *Principles of macro-economics* (3rd ed.). Boston, MA: McGraw-Hill/Irwin.

Gibbs, J. T., & Huang, L. N. (Eds.). (2001). *Children of color: Psychological interventions with culturally diverse youth*. San Francisco, CA: Jossey-Bass.

Essays or chapters in books

Hammond, K. R., & Adelman, L. (1986). Science, values, and human judgment. In H. R. Arkes & K. R. Hammond (Eds.), *Judgement and decision making: An interdisciplinary reader* (pp. 127-143). Cambridge, England: Cambridge University Press.

Reports and Papers

U.S. Department of Health and Human Services. (2005). *Medicaid drug price comparisons: Average manufacturer price to published prices* (OIG publication No. OEI-05-05-00240). Washington, DC:

Author. Retrieved from <http://www.oig.hhs.gov/oei/reports/oei-05-05-00240.pdf>

Website

About.com Islam. (2014). *Evils of Gossip and Backbiting in Islam*. Retrieved 12 June 2014, from <http://islam.about.com/od/familycommunity/a/Gossip-Backbiting.htm>

Blog

Arrington, M. (2008, August 5). The viral video guy gets \$1 million in funding. Message posted to <http://www.techcrunch.com>

Publication schedule

The journal publishes quarterly: January, April, July and October. To be included within an issue the articles must be accepted and final at least 2 months before the cover date (i.e. accepted by 1 May for the July issue). To allow time for peer review, therefore, articles must be submitted far earlier than this. Note, however, that selection for an issue cannot be guaranteed by the submission/acceptance date – but the accepted and finalised article will be made available as soon as possible – before selection for issue – using Wiley's Early View (see below).

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Early View

Learned Publishing is covered by the Early View service on Wiley Online Library. Early View articles are complete full-text articles published online in advance of their publication in a printed issue. Articles are therefore available as soon as they are ready, rather than having to wait for the next scheduled print issue. Early View articles are complete and final. They have been fully reviewed, revised and edited for publication, and the authors' final corrections have been incorporated. Because they are in final form, no changes can be made after online publication. The nature of Early View articles means that they do not yet have volume, issue or page numbers, so they cannot be cited in the traditional way. They are cited using their Digital Object Identifier (DOI) with no volume and issue or pagination information. E.g., Jones, A.B. (2010). Human rights Issues. Human Rights Journal. Advance online publication. [doi:10.1111/j.1467-9299.2010.00300.x](https://doi.org/10.1111/j.1467-9299.2010.00300.x)

Ethics

We abide by the guidelines of the Committee on Publication Ethics (COPE) and ICMJE for good practice and ethical publishing. To this end we will check articles for plagiarism, and we require all authors to warrant that their work conforms to ICMJE authorship and COPE ethical guidelines.

Errata and corrections

If an error is found on a published article we will endeavour to resolve and correct the article as soon as possible. All authors will be informed and their consent (where possible) obtained before any changes are made.

Pippa Smart, Editor in Chief

editor@alpsp.org

Judy Luther, North American Editor

us-editor@alpsp.org

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