

Instructions to Authors

Articles submitted to the *Journal of Child and Youth Care Work* should be completely typewritten, double-spaced on standard letter-sized paper, with ample margins, and no handwritten corrections. Four copies of each article must be submitted. All articles should have implications for child care practice or child care education.

In general, articles should conform to the specifications in the *PUBLICATION MANUAL OF THE AMERICAN PSYCHOLOGICAL ASSOCIATION*. In the case of research articles, exact conformance to APA standards is expected. In addition, articles must include an abstract of 100-200 words. NOCCWA policy prohibits an author from submitting the same manuscript to more than one publication at a time.

All articles are reviewed by at least two members of the editorial review board in addition to the editor. Because the editors subscribe to a blind review process, authors who submit manuscripts are required to include, with each copy, a cover sheet indicating the title of the manuscript, author's name and institutional affiliations, and date of submission. The first page of the text should repeat the title and submission date but omit the author's name or affiliations. Footnotes that identify the authors should be typed on a separate page. Authors should carefully examine manuscripts to insure that they contain no clues to the identity of the authors, or their institutional affiliations.

Manuscripts will not be returned to authors unless accompanied by a self-addressed envelope and adequate postage.

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