Withdrawn

This publication is withdrawn.

The Journal of Occupational Psychology, Employment and Disability (JOPED) is no longer published. You can no longer submit articles.

The Journal of Occupational Psychology, Employment and Disability is published twice a year. It aims to:

- concentrate on the practical and pragmatic application of psychology to working with disadvantaged groups in an employment context
- convey information that will be useful to promote good practice and the development of the profession
- form a link between the academic world and the practitioner whose business results may be influenced by the development of new initiatives

We welcome the following variety of submissions which will be peer reviewed:

- Academic papers/research study
- Practice papers e.g. non-experimental, literature reviews
- Case studies; Standpoint articles and conference reports
- Reviews of test materials and book reviews

Processing of submissions

All articles should be submitted in the first instance in electronic format using Arial 12 font to *psychology-journal@dwp.gsi.gov.uk*

Submission requirements

There is no rigid minimum or maximum word limit on the length of submissions. The following points are guidelines.

Articles should have a practical bias, accessible to those at all stages of their career and be highly readable. All articles be of the quality and standard (follow the American Psychological Association (APA)[1] standards) expected of a professional journal.
As a general rule:

- Use specific words and be concise
- Spellings should be anglicised
- Avoid needless repetition
- Write in the active tense

- Each paragraph should hold one key message/topic
- Use quotes to add colour, change pace and add to the narrative
- Where possible avoid jargon and scientific clichés
- The article should be sub-divided into sections to aid the reader
- Headings and short sub-headings should be clearly indicated
- References should be detailed where citations are used or material referred to
- Appendices should be used where appropriate. E.g. where there is a lot of necessary information which detracts from the flow of the article

The layout of the main headings are as follows:

- Title (80 characters in length) descriptive title
- Name of author and contact address: The addresses and names of co-authors should also be included
- Abstract – 250 words
- Keywords – A list of keywords (4-5), They should be the main words likely to be used when searching for further information
- Introduction/background to the article - the rationale behind the study/article and the most important and relevant details
- The method/process (if any interventions were carried out) used include relevant general information, tests used, details of specific procedures used, etc
- Results – outcomes of tests, interventions, etc
- Figures and Tables should have a title and be numbered separately, using Arabic numerals (Table 1, Table 2) and (Figure 1, and Figure 2)
- Discussion - include conclusions and recommendations - best practice recommendations and advice for others
- Endnotes – (footnotes should not be used). Endnotes should be provided on a separate page immediately following the text under the heading NOTES
- References - Authors are asked to ensure that the references to named people and /or

organisations are accurate and without libelous implication. References should be listed alphabetically by author, at the end of the manuscript, following APA[1] guideline format, e.g. Journal article references should be listed as follows:

- Author, A. and Author, B. (1999), The title of the article, *Journal of ABC*, volume number, page-page.

- The main headings of academic articles should be as follows:
  - Title; Abstract; Keywords; Introduction; Method; Results; Discussion; References
- The main headings of non-experimental articles should be as follows
  - Title; Abstract; Keywords; Introduction; Background; Discussion; References
- The main headings of Standpoint articles should be as follows
  - Title; Presentation of personal view of topic

- The layout of Book reviews should be as follows
  - Title of book; Author and publisher; Discussion
- The layout of Test reviews should be as follows:
  - Title of test; Publisher and year of publication; Purpose of test; Format and cost of test materials; Discussion; Contribution to employment assessment; Reliability and validity norms; Conclusions; References

Publication ethics and standards

All articles should respect the anonymity of individuals (use letters as identifiers) and organisations concerned and any identifying information must be changed. Authors should not submit the same manuscript for concurrent consideration by two or more journals.

If further clarification/details on the format of articles is required please contact the editors.

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[1] The publication manual of the American Psychological Association (2001, 5th ed.), Washington American Psychological Association, gives further information on publication guidelines and standards. (Details can also be found on their website: www.apastyle.org)