

Instructions to Authors

Methodology

European Journal of Research Methods for the Behavioral and Social Sciences

Hogrefe Publishing GmbH Tel. +49 551 999 50 0
Merkelstr. 3 Fax +49 551 999 50 111
37085 Göttingen publishing@hogrefe.com
Germany www.hogrefe.com

Methodology is the official organ of the European Association of Methodology. This association is a union of methodologists working in different areas of the social and behavioral sciences (e.g., psychology, sociology, economics, educational and political sciences). The aim of the journal is to present a platform for an interdisciplinary exchange of methodological research and applications in the different fields. The journal will be open for publishing new methodological approaches, review articles, software information, and instructional papers that can be used in teaching. There are three main disciplines to be covered: data analysis, research methodology, and psychometrics. The articles published in the journal should not only be accessible to methodologists but also to more applied researchers in the different disciplines.

***Methodology* publishes the following type of articles**

Original Articles

Learning Methodology Section

The aim of this section is to provide instructional articles for applied researchers on aspects related to data analysis, research methodology, and psychometrics. These articles could include Guidelines for applications, Empirical examples using real or simulated data sets and didactic discussions of different topics to help applied researchers. It is highly recommended that the example data sets and software setups mentioned in those articles be publicly available. Another aim of the section is to attempt to draw more researchers' attention to the potential consequences of their decisions in measurement of variables, research design and data analysis. Designed within a pedagogical framework, the articles included in this section must to be helpful in gaining a better understanding of the data analysis, research methodology, and psychometrics.

Manuscript Submission

Submission of manuscripts is taken to imply that neither the manuscript nor any component of it has already been published or is currently under consideration by another journal. All contributions must be sent to one of the two editors, preferably by e-mail:

- Peter Lugtig, Department of Methods & Statistics, University of Utrecht, Padualaan 14, 3584 CH Utrecht, The Netherlands
(Tel. +31 30 253-7982, E-mail MethodologyJournal.fsw@uu.nl)
- Jose-Luis Padilla, Department of Methodology of Behavioural Sciences, University of Granada, 18071 Granada, Spain
(Tel. +34 958 246269, Fax +34 958 243743, E-mail methodologyjournal@ugr.es).

Manuscripts should preferably be submitted as one file containing text, tables, and all figures. The file should be named after the last name of the first author, and its extension should designate its format, e.g., smith.docx. Standard Word processor files, text editor files and pdfs are permitted, but a preference is given to word processed files.

Figures are accepted in high resolution tif and eps formats. Manuscripts should not exceed 6,000 words, including references, appendices, tables, and figures, with a maximum of 6 figures. Tables and figures should be on separate pages. The manuscript pages should be numbered consecutively.

A separate title page should contain the title of the paper, position and affiliation of authors, a one-paragraph summary of no more than 150 words, and between 4 and 8 keywords to appropriately define the subject. The manuscript should be attached to an e-mail that contains the following information:

- Contact information for the corresponding author (name, department, postal address, e-mail address, phone, fax);
- E-mail addresses and affiliation for all authors
- The word count;
- A text version of the title, abstract, and keywords;
- Biographical information about each author, containing max. 50 words
- Any other information that will guarantee a fair and unbiased review process.

Manuscript Style

Manuscripts should be prepared according to the *Publication Manual of the American Psychological Association* (6th ed.). In particular, statistical and mathematical copy, references (including DOIs) and their text citations should conform to the Publication Manual. Appropriate ethical guidelines should have been followed in the conduct of research and data gathering.

Language

All manuscripts should be submitted in English. It is strongly recommended that nonnative speakers of English have their manuscripts edited and corrected by a native-speaker colleague before submission.

Final Manuscript

The final version of an accepted manuscript should be in either Microsoft Word or RTF format. If it is absolutely unavoidable, TeX/LaTeX files will also be accepted, but only when they are accompanied by a high-quality PDF file and a Microsoft Word file.

Proofs

PDF proofs will be sent to the corresponding author. Changes of content or stylistic changes may only be made in exceptional cases in the proofs. Corrections that exceed 5% of the typesetting costs may be invoiced to the authors.

Offprints

Hogrefe will send the corresponding author of each accepted paper free of charge an e-offprint (PDF) of the published version of the paper when it is first released online. This e-offprint is provided for the author's personal use, including for sharing with coauthors (see also "Guidelines on sharing and use of articles in Hogrefe journals" on the journal's web page at www.hogrefe.com/j/med).

Copyright Agreement

By submitting an article, the author confirms and guarantees on behalf of him-/herself and any co-authors that the manuscript has not been submitted or published elsewhere, and that he or she holds all copyright in and titles to the submitted contribution, including any figures, photographs, line drawings, plans, maps, sketches, and tables, and that the article and its contents do not infringe in any way on the rights of third parties. The author indemnifies and holds harmless the publisher from any third-party claims.

The author agrees, upon acceptance of the article for publication, to transfer to the publisher the exclusive right to reproduce and distribute the article and its contents, both physically and in nonphysical, electronic, or other form, in the journal to which it has been submitted and in other independent publications, with no limitations on the number of copies or on the form or the extent of distribution. These rights are transferred for the duration of copyright as defined by international law. Furthermore, the author transfers to the publisher the following exclusive rights to the article and its contents:

1. The rights to produce advance copies, reprints, or offprints of the article, in full or in part, to undertake or allow translations into other languages, to distribute other forms or modified versions of the article, and to produce and distribute summaries or abstracts.
2. The rights to microfilm and microfiche editions or similar, to the use of the article and its contents in videotext, teletext, and similar systems, to recordings or reproduction using other media, digital or analog, including electronic, magnetic, and optical media, and in multimedia form, as well as for public broadcasting in radio, television, or other forms of broadcast.
3. The rights to store the article and its content in machine-readable or electronic form on all media (such as computer disks, compact disks, magnetic tape), to store the article and its contents in online databases belonging to the publisher or third parties for viewing or

downloading by third parties, and to present or reproduce the article or its contents on visual display screens, monitors, and similar devices, either directly or via data transmission.

4. The rights to reproduce and distribute the article and its contents by all other means, including photo-mechanical and similar processes (such as photocopying or facsimile), and as part of so-called document delivery services.
5. The right to transfer any or all rights mentioned in this agreement, as well as rights retained by the relevant copyright clearing centers, including royalty rights to third parties.

Online Rights for Journal Articles

Guidelines on authors' rights to archive electronic versions of their manuscripts online are given in the document "Guidelines on sharing and use of articles in Hogrefe journals" on the journal's web page at www.hogrefe.com/j/med.

March 2017

