

Guidelines for Authors

Authors need not be professional writers. Those who are professionals or pursuing study in the areas of health, physical education, recreation, and dance are encouraged to submit a manuscript for reviews.

Submissions are also accepted for the "Ideas that Make the Grade" section. This provides a less formal and less structured writing outlet. Please follow the guidelines to the extent that they apply to the article.

The TAHPERD Journal is published three times annually, in winter, spring, and fall, by the Texas Association for Health, Physical Education, Recreation, and Dance. Submissions are accepted throughout the year. A blind review process is used and manuscripts are reviewed on the basis of area of interest, expertise, and qualification in relation to the content of the manuscript. Graduate students are encouraged to submit. Send manuscripts to Diana Everett, Executive Director of TAHPERD, 6300 La Calma Drive, Suite 410, Austin, Texas 78752. Manuscripts must meet the following guidelines.

Manuscript

In addition to the printed copy, the manuscript must be provided on a 3½" disk or CD-ROM, preferably saved in Microsoft Word. It should be written in third person, 2,500 words (eight pages) or less, double spaced, have 1 1/2" margins, and have pages numbered. Direct quotes of more than three lines should be single spaced, indented ½", and kept to a minimum. A brief bio (two or three sentences) for each author must be provided at the end of the manuscript.

Documentation

References should be listed in APA bibliographical style at the end of the article and arranged alphabetically by author's last name, and numbered consecutively. Each reference cited in the text must be listed and only those cited should be listed as references. Documentation within the text should be made by placing the name and date of the cited reference within parentheses at the appropriate point, (i.e., at the end of a direct quote or after the author's name for indirect quotes).

Tables

Use tables for reporting extensive statistical information. Data in tables should not be duplicated or extensively discussed in the text. Titles of tables should be short, yet adequately describe the contents. Each table should be numbered, typed on a separate page, and reference made with in the text as to where it should be placed.

Illustrations

Pictures, graphs, or drawings break the monotonous look of the article and add to its readability. Use them where appropriate. Original photos and artwork should be provided for final production of the article. Each illustration should be numbered and captions provided.

Author's Statement

The author must provide a signed statement certifying that the article has not previously been published or submitted for publication elsewhere, either in identical or modified form.