

Author Guidelines: Political Psychology Instructions for Contributors

We encourage potential authors to familiarize themselves with both the [Aims and Scope](#) and the [Vision Statement](#) for *Political Psychology*.

1. Articles must focus on the relationship(s) between psychological and political processes, and authors should clearly articulate the political psychological dimensions of the concepts, variables, and theories used in their work. An article is accepted if, in the judgment of the editors and reviewers, it makes a significant contribution to development of theoretical and/or substantive knowledge in political psychology.
2. By submitting a manuscript, all authors attest that the manuscript has not been previously published and is not currently under consideration for publication in any other venue.
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 Authors will be asked to sign the relevant form electronically after acceptance and once the article moves into production.
3. Manuscripts, in English, should be submitted to the Editors via our submission website <http://mc.manuscriptcentral.com/pops>. There is no requirement as to which version of English spellings to use (e.g., British, American). Authors of accepted articles may submit translations of the abstract in languages other than English. This practice is encouraged to make the research accessible to the most relevant publics, such as by providing translations into languages of study participants. Please note that only the English version of the abstract will be copyedited.
4. Political Psychology operates under a double-blind peer review model. Papers will only be sent to review if the Editors-in-Chief determine that the paper meets the appropriate quality and relevance requirements.
5. In-house submissions, i.e. papers authored by Editors or Editorial Board members of the title, will be sent to Editors unaffiliated with the author or institution and monitored carefully to ensure there is no peer review bias.
6. An **anonymous version** of the manuscript should be [uploaded](#) with ALL author-identifying information removed. This includes author names, institutional affiliations, and addresses, as well as any acknowledgements and statements about grant or other

financial support for the research. If, in the opinion of the journal staff, the paper is not sufficiently anonymous, it will be returned to the author without processing. If reference is made in the text to 'previous work by the authors' this should not have the author citation attached.

7. Please upload **editable files only** (e.g., .doc ; .docx). Please note that *Political Psychology* **no longer supports LaTeX files**. Do not upload .pdf files.
8. *Political Psychology* is a subscription journal that offers an Open Access option to all authors. Corresponding authors will have the option to choose to make your article open access after acceptance, which will be subject to an APC. You can read more about APCs and whether you may be eligible for waivers or discounts, through your institution, funder, or a country waiver.
9. Formatting requirements:
 - a. **First Submission**: *Political Psychology* has adopted minimal formatting requirements for first submissions: figures and tables may be placed in-text or included after the main text. We encourage authors to use APA formatting (7th edition) for the overall structure (order of sections) of the manuscript, and for the formatting of the text within the manuscript (double line spaced, conventions for headings, reporting of statistics), but this is not required. Authors are reminded however that standardized structure of papers can help with readers and reviewers understanding of their ideas.
To ensure consistency of word count limitations, APA formatting is required for in-text citations and reference lists.
 - b. **Revised submissions**: The **main document** must include the following elements, in this order: anonymous title page; main text; bibliography; figures; tables; printed appendixes (if any), and should be double-spaced, using 12-point font.
10. The **anonymous title page** must provide: the article title (50 words maximum); a suggested running head (50 characters including spaces); an abstract (200 words, maximum); a list of 4-6 key words. Key words should express the precise content of the manuscript, as they are used for indexing purposes. The anonymous title page should NOT include any author information.
11. **Manuscripts** must be no longer than 9,000 words, including all printed tables, figures, references, and appendices, but not including online appendices.
12. **Citations**
 - a. In order to maintain the anonymous review principle of the journal, please replace most self-citations to authors that provide obvious clues to authorship by "[ANONYMOUS] or [BLINDED]". Authors are requested to limit themselves to a maximum of 5 self-references/citations per author as long as these do not

compromise anonymity. Over self-citing gravely affects the principle of anonymity of this journal, and it might prevent manuscripts from being accepted for review. Many reviewers decline assessing manuscripts when they detect the potential authors due to over self-referencing, and as such the entire review process can be considerably delayed. This also includes any projects, studies, programs, models, and/or methodologies that are cited in the manuscript that the authors might have developed. If your manuscript gets accepted for publication you will be able to re-insert all the self-citations, as initially intended.

- b. At *Political Psychology* we recognize the existence of structural imbalances that disadvantage some groups relative to others. Part of our mission is to attempt to address these imbalances, and provide greater opportunities and recognition to underrepresented groups. We have identified the gender gap in citations as one area for action in the coming years. As such we request that authors ensure that they have included relevant work from female and other under-represented scholars in their reference lists.
- c. **The References** must follow APA guidelines. References cited must be listed alphabetically by first author's last name at the end of the manuscript text and before figures and tables. References cited must be referred to in the text by author's last name and year of publication in parentheses; references in parenthetical citations should be ordered alphabetically rather than chronologically. If a work has **two authors**, separate their names with an ampersand (&) in a parenthetical **citation** or "and" in a narrative **citation**. If there are three or more **authors**, only include the first **author's** last name followed by "et al." when referencing in the text. References in the reference list should include (in this order): last names and initials of all authors, year published, title of article, name of publication, volume number, and inclusive pages. The style and punctuation of the references should conform to the American Psychological Association **Publication Manual, 7th Edition**. The following are examples (see also Purdue On-line Writing Lab, 2021):

Journal Article:

Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., & Bach, J. S. (1993). There's more to self-esteem than whether it is high or low: The importance of stability of self-esteem. *Journal of Personality and Social Psychology*, 65, 1190–1204.

Book:

Lasswell, H. D. (1930). *Psychopathology and politics*. Chicago: University of Chicago Press.

Contribution to a Book:

George, A. (1974). Adaptation to stress in political decision making: The individual, small group and organizational contexts. In G. V. Coelho, D. A. Hamberg, & J. E. Adams (Eds.), *Coping and adaptation* (pp. 176-245). New York, NY: Basic.

Contribution from Online Periodical with DOI:

Amodio, D. M., Jost, J. T., Master, S. L., & Yee, C. M. (2007). Neurocognitive correlates of liberalism and conservatism. *Nature Neuroscience*, 10, 1246–1247. doi:10.1038/nn1979

Contribution from Online Periodical with no DOI:

Kenneth, I. A. (2000). A Buddhist response to the nature of human rights. *Journal of Buddhist Ethics*, 8. Retrieved from <http://www.cac.psu.edu/jbe/twocont.html>

13. **Figures** (photographs, drawings, diagrams, and charts) are to be numbered in one consecutive series of Arabic numerals (Figure 1, Figure 2...). Photographs should be large, glossy prints, showing high contrast. In revised submissions, each figures and photographs are to be placed on a separate page, with pages appearing in the manuscript immediately following the references and must be referred to in the manuscript text by their number, using a callout positioned at the approximate place the figure it to be displayed in the text.
14. **Tables** must be numbered with Arabic numerals (Table 1, Table 2...) and referred to by numeral in the text. In revised submissions each table must appear on a separate sheet of paper, with pages appearing in the manuscript immediately following the last figure page.
15. **Footnotes** should be avoided. When their use is absolutely necessary, footnotes should be numbered consecutively using Arabic numerals and should be typed at the bottom of the page to which they refer. Place a line above the footnote, so that it is set off from the text. Use the appropriate superscript numeral for citation in the text.
16. Authors are also requested to upload a **non-anonymous title page** as a separate file. This should contain the following information: Title of submission, abstract, keywords; the Authors' information (affiliations, address of correspondence, and contributions).
 - a. Contributions should indicate the contributions of authors in relation to each of the following: (i) conception and design; (ii) data collection; (iii) data analysis and interpretation; (iv) manuscript drafting and revising; (v) approval of final version for submission.
 - b. Full references to the author's work cited in the main text can be added here (but should remain anonymous in the main document). This file will be uploaded in step 6 of the online submission and the field designation is labelled "Title page".
17. All papers should **highlight** the contributions of their submission for practice, policy makers and practitioners. In asking for this information, we are not precluding purely theoretical work, but rather seek to encourage authors to articulate how their theory might advance knowledge for application and practice. These **Highlights** can be offered after the abstracts as bullet points.
18. *Political Psychology's* mission is to ensure global inclusion. Submissions from under-represented groups and regions, and work from and about the "Global South" are

particularly encouraged.

19. **Revised Submissions:** Please upload an ANONYMOUS cover letter (author's comments file) outlining in detail the changes made to your manuscript in response to the first round of reviews and the editor's suggestions. This letter will be sent to reviewers along with your revised manuscript.

Transparency and Openness in research and publication practices.

Political Psychology has joined a growing number of journals providing explicit guidance on how authors can adopt open science practices in the work submitted for publication. *Political Psychology* is now listed with the Center for Open Science according our promotion of the principles of Transparency and Openness (TOP factor <https://www.cos.io/initiatives/top-guidelines>).

Points 20-23 below relate to the implementation of open science practices, to promote the principles of transparency and openness in research published in *Political Psychology*.

Point 20 requires that any external resources (datasets, software, materials etc.) used as part of your research (e.g., ANES, SPSS), are cited properly in the manuscript (including indicating the version used).

Point 21 requires authors to declare whether or not they have made (or will make) their data/materials/code available.

Points 22 and 23 require authors to declare whether or not the study and the analysis have been pre-registered.

Please note that for points 21-23, the requirement is simply to include a **declaration** with regard to your own practice, that is, authors are not required to share their data/materials or to pre-register their studies, rather they are required to indicate whether or not they have done so. For this reason, it is useful for all authors to include a "Data Accessibility Statement" at the end of your manuscript (before the References), where these declarations can be placed.

Please also note that the outcome of the review process will not be based on authors' decision to share data/materials or preregister studies (or not). However, where data/materials have been shared, these should be made available for review; similarly, where a study has been pre-registered, the pre-registration should be made available to reviewers.

20. All data (e.g., secondary sources), program code (e.g., SPSS version used) and other methods (e.g., software) must be appropriately cited. Such materials are recognized as original intellectual contributions and afforded recognition through citation. Articles will not be published until the citations conform to these standards.
 - a. All datasets and program code used in a publication must be cited in the text and listed in the reference section.
 - b. References for datasets and program code must include a persistent identifier, such as a Digital Object Identifier (DOI). Persistent identifiers ensure future

access to unique published digital objects, such as a text or data set. Persistent identifiers are assigned to data sets by digital archives, such as institutional repositories and partners in the Data Preservation Alliance for the Social Sciences (Data-PASS).

c. Dataset citation example:

- i. Campbell, Angus, and Robert L. Kahn. American National Election Study, 1948. ICPSR07218-v3. Ann Arbor, MI: Inter-university Consortium for Political and Social Research [distributor], 1999.
<http://doi.org/10.3886/ICPSR07218.v3>

d. Software citation example

- i. IBM Corp. (2017). *IBM SPSS Statistics for Windows* (Version 25.0.) [Computer software]

21. Availability of Materials/data/code: Political Psychology requires authors to include a declaration that indicates whether or not the data, methods used in the analysis, and materials used to conduct the research will be made available to any researcher for purposes of reproducing the results or replicating the procedure.

- a. Authors must indicate if they will or will not make their data, analytic methods, and study materials available to other researchers. We suggest this be included in the form of a “Data Accessibility Statement” at the end of the manuscript (before the References)
- b. If an author agrees to make materials available, the author must specify where that material will be available.

22. Study Preregistration: *Political Psychology* requires authors to include a declaration that indicates whether or not the conducted research was preregistered in an independent, institutional registry (e.g., <http://clinicaltrials.gov/>, <http://socialscienceregistry.org/>, <http://openscienceframework.org/>, <http://egap.org/design-registration/>, <http://ridie.3ieimpact.org/>, <http://aspredicted.org/>). Preregistration of studies involves registering the study design, variables, and treatment conditions prior to conducting the research. Where an author chooses to pre register a study, a link to the preregistration in an institutional registry must be made available to the journal prior to publication. The journal, or an entity acting on behalf of the journal, will verify that preregistration adheres to the specifications for preregistration and then provide certification of the preregistration (<https://osf.io/tvyxz/wiki/home/>) in the article.

- a. Authors must indicate if they did or did not preregister the research in an independent, institutional registry. We suggest this be included in the content of the “Data Accessibility Statement”
- b. If an author did preregister the research, the author must confirm that the study was registered prior to conducting the research with links to the time-stamped preregistrations at the institutional registry, and that the preregistration adheres to the disclosure requirements of the institutional registry or those required for the preregistered badge maintained by the

Center for Open Science (<https://osf.io/tvyxz/wiki/home/>).

23. **Analysis Preregistration:** Political Psychology requires authors to include a declaration that indicates whether or not the conducted research was preregistered with an analysis plan in an independent, institutional registry (e.g., <http://clinicaltrials.gov/>, <http://socialscienceregistry.org/>, <http://openscienceframework.org/>, <http://egap.org/design-registration/>, <http://ridie.3ieimpact.org/>). Preregistration of studies involves registering the study design, variables, and treatment conditions. Including an analysis plan involves specification of sequence of analyses or the statistical model that will be reported. A link to the preregistration in an institutional registry must be made available to the journal prior to publication. The journal, or an entity acting on behalf of the journal, will verify that preregistration adheres to the specifications for preregistration and then provide certification of the preregistration in the article (<https://osf.io/tvyxz/wiki/home/>).
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 - b. If an author did preregister the research with an analysis plan, the author must:
 - i. confirm in the text that the study was registered prior to conducting the research with links to the time-stamped preregistrations at the institutional registry, and that the preregistration adheres to the disclosure requirements of the institutional registry or those required for the preregistered badge with analysis plans maintained by the Center for Open Science (<https://osf.io/tvyxz/wiki/home/>).
 - ii. Report all pre-registered analyses in the text, or, if there were changes in the analysis plan following preregistration, those changes must be disclosed with explanation for the changes.
 - iii. Clearly distinguish in text which analyses were preregistered and which were not, such as having separate sections in the results for confirmatory and exploratory analyses.
24. *Political Psychology* has adopted the use of ‘highlights’ to increase the visibility and discoverability of your article. Please include with your submission 3 to 5 bullet points that illustrate the essence of your paper.
25. Please contact the Editorial Manager, Cillian McHugh, at politicalpsychology@ul.ie with any additional questions or concerns.
26. **Book Reviews.** Any queries regarding book reviews should be directed to Political Psychology’s Book Review Editor, Professor Kristin Monroe at KRMonroe@uci.edu

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References:

- American Psychological Association. (2020). *Publication Manual of the American Psychological Association*. 7th edition. APA: Washington, DC.
- Purdue On-line Writing Lab. (2021). APA Style 7th edition.
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