

## INSTRUCTIONS FOR AUTHORS

### Fields of Interests

The Editors of *Polskie Forum Psychologiczne/ Polish Psychological Forum* (PFP) accept original articles in the field of psychology, including empirical, theoretical, methodological and reviews as well as short reports, critiques, commentaries and polemics that suit the scientific profile of the magazine. *Polish Psychological Forum* is open to interdisciplinary discussion.

### Languages

*Polskie Forum Psychologiczne/ Polish Psychological Forum* publishes articles in Polish or in English.

### Application

The application process and preparation of manuscript for publishing is done in the electronic form. The Authors are requested to **create an account at PFP** and read the instruction concerning the use of control panel for application procedure, reviewing and monitoring of the manuscript by the Authors. After application, all of the Co-authors will be informed about it with an e-mail – lack of their reaction will be understood as a proof that there are not any conflicts of interests.

### Reviews

Submitted papers are **peer reviewed** by two Reviewers (in special cases a third Reviewer is called) and qualified for publication individually. In the reviewing process a rule of ‘**double blind**’ review has been adopted, however both the Authors and/or Reviewers can resign from this rule on the basis of a written statement. In case the Author’s name is disclosed, the Reviewer is obliged to declare in e-mail sent to pfp@ukw.edu.pl that there is no conflict of interests with the Author (e.g. personal relationship, subordination, current collaboration etc.). The list of cooperating Reviewers is published once a year on the magazine website under the “Scientific Board” tab. The review form is available from the magazine website under the “Instructions for Authors” tab.

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*Polskie Forum Psychologiczne/ Polish Psychological Forum* is committed to upholding standards of ethical behaviour at all stages of the publication process. We follow closely the industry associations, such as the Committee on Publication Ethics (COPE) and American Psychological Association (APA), that set standards and provide guidelines for best practices in order to meet these requirements. All articles should present clearly and concisely the matter related to the research subject. The Editors will turn down the work containing openly discriminating and unethical content as well as promoting unprofessional practices. Also manuscripts, which are not corresponding to "Ethical Principles of Psychologists and Code of Conduct" (APA), **will not be published** at *Polskie Forum Psychologiczne/ Polish Psychological Forum*.

### Manuscript Requirements

- (a) The article should not exceed **40 000 signs** with spaces including references, quoted literature, tables, figures and attachments. The Editors may exempt from this rule, for example in case of articles involving a series of research. Reports, critiques, commentaries and polemics should not exceed 10 000 signs with spaces.
- (b) The texts should be written in MS Word, 12 point font, double-spaced. **Tables and figures** (prepared according to APA standards) must be placed in the right position within the text (not separately). All pages must be numbered and include a header containing the title or its key content.
- (c) A separate file should include a **summary in English** (maximum 150 words) and key words (maximum 5 words), names and affiliations of the Authors (do not give titles and/or position), their e-mail addresses, **ORCID numbers** and notes from the Authors.
- (d) The **notes from the Authors** (or appropriate references in the main text) must contain information concerning the contribution (with percentage) of particular Authors in preparing the publication (e.g. who is the Author of the concept, assumptions, research methodology, data collection and analysis etc.) as well as acknowledgements informing about financing sources and help from a specialized entity (legal or natural person). The Editors ask the Authors of empirical studies to provide basic information about the **Ethics Committee**: affiliation, approval number of the Ethics Committee along with the date of issuing this decision.
- (e) We apply commonly accepted in psychological literature rules of **text formatting** as set down in the guidelines in the current issue of *American Psychological Association Manual* ([www.apastyle.org](http://www.apastyle.org)). These rules abide in the leading magazines and psychological course books.

- (f) The Author should make out all the names of **statistical tests**, statistical significance and other necessary parameters. Numbers, e.g. statistical significance, should be written in format of .05 (not as 0.05).
- (g) **References** within the text should contain first the surname of the Author(s), year of publishing and pages in case of quotations e.g. (Smith, Jankowski, 2006, p. 16). Chronological order of the publications should be used in references. If there are more than three Authors of a given publication the references should be limited to the surname of the first Author only e.g. (Stevenson et al., 2009). The bibliography quoted in the text should be prepared according to the same single layout. If the article is in English, all titles in References section should be translated into English. Particular positions should be presented in alphabetical order at the end of the text according to the following examples:
- Ashley, V., & Swick, D. (2009). Consequences of emotional stimuli: Age differences on pure and mixed blocks of the emotional Stroop. *Behavioral and Brain Functions*, 5, 14, doi: 10.1186/1744-9081-5-14
- Derbis, R., & Baka, Ł. (2011). Znaczenie wsparcia społecznego i zaangażowania w pracę dla związku stresorów w pracy i wypalenia zawodowego [The importance of social support and commitment to work engagement for the compound stressors at work and work burnout]. *Czasopismo Psychologiczne*, 17(2), 277–288.
- Kruglanski, A.W., Gelfand, M.J., Bélanger, J.J., Sheveland, A., Hetiarachchi, M., & Gunaratna, R. (2014). The psychology of radicalization and deradicalization: How significance guest impacts violent extremism. *Political Psychology*, 35, 69–93, doi: 10.1111/pops.12163
- Oleszkowicz, A., & Senejko, A. (2011). Dorastanie [Adolescence]. In J. Trempała (Ed.), *Psychologia rozwoju człowieka* [Psychology of human development] (pp. 259–286). Warszawa: Wydawnictwo Naukowe PWN.
- Paulhus, D.L., & Dutton, D.G. (2016). Everyday sadism. In V. Zeigler-Hill, & D. Marcus (Eds.), *The dark side of personality* (pp. 109–120). Washington, DC: American Psychological Association.
- Rostowska, T. (2008). *Małżeństwo, rodzina, praca a jakość życia* [Marriage, family, work and the quality of life]. Kraków: Oficyna Wydawnicza Impuls.
- Zeigler-Hill, V., & Marcus, D. (Eds.), (2016). *The dark side of personality*. Washington, DC: American Psychological Association.
- The quoted bibliography must be **complete and compliant with the rules**. Otherwise the submitted materials **will be sent back for completion**.