

GUIDELINES FOR CONTRIBUTORS

Scope of the journal

Kinesiology - International Journal of Fundamental and Applied Kinesiology (ISSN 1331-1441) publishes twice a year scientific papers and other written material from kinesiology (a scientific discipline which investigates art and science of human movement; in the meaning and scope close to the idiom "sport sciences") and other adjacent human sciences focused on sport and exercise, primarily from anthropology (biological and cultural alike), medicine, sociology, psychology, natural sciences and mathematics applied to sport in its broadest sense, history, and others. Contributions of high scientific interest, including also results of theoretical analyses and their practical application in physical education, sport, physical recreation and kinesitherapy, are accepted for publication. The following sections define the scope of the journal: Sport and sports activities, Physical education, Recreation/leisure, Kinesiological anthropology, Training methods, Biology of sport and exercise, Sports medicine and physiology of sport, Biomechanics, History of sport and Book reviews with news.

General Editorial Policy

The editorial policy of the Journal pursues the multi-disciplinary aims and nature of kinesiology. This means that the main goal is to promote high standards of scientific research study and scholarship with regard to various human oriented scientific fields that cover art and science of human movement, exercising and sport from most variable aspects. The research issues include a paramount variety of human responses (or changes from intracellular level to the level of social phenomena) to exercise and sport training programmes, research in motor learning and training, issues of selection, teaching/learning and mastering of motor skills, performance analysis (quantitative and qualitative alike) and prediction, performance modification and many others relevant to the scientific study of human movement, sport and exercise. Manuscripts submitted to the journal must contain up-to-date data on theoretical or experimental research or on practical applications in the field of kinesiology. In accord with the mentioned references should not be older than a decade to the maximum. A few exceptions are acceptable only in cases of a few really fundamental references, or in relation to the nature of the scientific field or branch in question and to the topic of the contribution.

Submissions to the journal will initially be evaluated by the Editorial Board using several criteria: the appropriateness of the topic and content for the journal; the editing (preparation of the manuscript)

and format; and "general" merit. If these criteria are met, the submission will undergo a double-blind review process by at least two acknowledged and independent reviewers, with the review process taking up to 24 weeks.

Manuscripts that fail to present current data or do not comply with the GUIDELINES FOR CONTRIBUTORS may be returned to the author(s) without a review.

Only the papers that receive positive reviews will be accepted. One of the crucial reasons for the review is to provide quotations and references of relevant literature. The Editorial Board has the right to comment on the form of the paper before it is accepted for publication. The Editorial Board is not obliged to publish papers in chronological sequence of their receipt or in the sequence in which they have been accepted for publication.

No substantial part of the submission should have been published elsewhere. The adducing of the results in extracts, summaries, abstracts, dissertations and Master's theses, reviews and conference papers (up to three pages, containing abstracts, graphical presentations and references) are not considered as publishing. If the manuscript contains the results that have already been published, the author(s) must get the consent of the first publisher and quote the source clearly.

The reviewed papers belong to the following categories:

- Original scientific paper
- Preliminary communication
- Review

The category of the paper is suggested by the Editorial Board in accordance with the suggestions of reviewers. The invited lectures, or the papers commissioned by the Editorial Board need not be reviewed. The author's attitudes and opinions expressed in the article need not correspond to the opinion of the Editorial Board.

Preparation of the manuscript

In preparing manuscripts for publication in *Kinesiology*, the authors should strictly adhere to the guidelines provided in the *Publication Manual of the American Psychological Association*, 5th ed., 2001. The manuscripts that have been submitted in accordance with these instructions, and providing they are of interest for the journal, will enter the reviewing procedure.

Any manuscript should not ordinarily exceed 25 pages including the (short) abstract, references, and all the tables and illustrations. Discursive treatment of the subject matter is discouraged.

The Editorial Office accepts papers prepared by standard word-processing packages (except the Macintosh). The original paper and three printed copies of the paper, together with all the tables, illustrations and original artwork, must be enclosed with the CD.

The disk must be labelled as follows: 1) Author's name, 2) Title of the paper, 3) Word processing program used, release number included. The manuscript must be double-spaced, including the abstract and references.

If using surface mail, the accompanying letter, a disk and four hard copies of the manuscript, one original with the names and affiliations of all authors and three anonymous copies (the title page and manuscript should include no information that identifies the authors or their affiliation), must be submitted to the Editorial Board:

Editorial Office "Kinesiology"

**Faculty of Kinesiology, University of Zagreb
Horvaćanski zavoj 15, 10000 Zagreb
Croatia, Europe**

Accompanying letter

All material submitted for consideration in the Journal must be accompanied by the letter that is signed by all the authors or just by the lead author with the authority of all other authors.

When submitting material for the first time, the lead author is advised to introduce himself/herself (comprehensive contact data are indispensable; short CV and the list of the works published is preferred) and give some basic information on his/her associates.

In the letter it should be clearly stated that: the material submitted is unpublished and original; it has not and will not be submitted for publication elsewhere until a decision is made regarding its acceptability for publication in *Kinesiology*; if accepted for publication, it will not be published elsewhere without the written permission of the Editor-in-Chief; the experimental work conforms to the highest standards of safety and ethics, and to the laws of the country in which the work took place; the informed consent of all humans participating in the research has been obtained; the thereby undersigned author(s) transfer the copyright for their paper to the Publisher if and when the paper is accepted for publication.

Manuscript

The **original scientific paper** must be an original contribution to the subject treated and divided into the following sections: Introduction, Methods, Results, Discussion and conclusions.

The **review** article should discuss a topic of current interest and have latest data in the literature. It should outline knowledge of the subject and analyse various opinions regarding the problem. As a rule,

these articles are commissioned, but any initiative from any competent author is welcome.

Title page

The title page of the manuscript should contain the following information:

- a concise, but informative title;
- the author's names (do not include degrees); the last one is introduced by "and"
- the affiliation of the authors (affiliated institutions and their locations);
- the name and address of the corresponding author (must include title, degree and position of the corresponding author, phone and fax numbers – zip code for the country and city, and e-mail address).

The title of the article must be short and clear, abbreviations are discouraged.

Abstracts and key words

The authors are obliged to prepare **two** abstracts - one short abstract in English and an extended one either in English or Croatian.

The short abstract should be informative and self-explanatory without reference to the text of the manuscript. It should include any essential results that support the conclusions of the work. Three to six key words, **not used in the title**, should also be provided. Authors are advised not to use abbreviations in the abstract. The short abstract should contain between 100-250 words.

The extended abstract should not exceed 3 pages (1.800 characters with spaces per one) and should follow the structure of the article (Introduction – 3-5 sentences about the subject and the aim with no references preferably; Methods – sample, variables, data analysis methods; Results – the most important ones, referencing to respective tables is encouraged; Discussion and conclusion – highlights from the discussion section and most important conclusions). This "article in miniature" is intended for Croatian readers and, if submitted in English, it will be translated into the Croatian language.

Text of the paper

The text must comprise:

Introduction

This describes the present state of knowledge of the subject and the aim of the research.

Methods

This section identifies methodologies, equipment and procedures with sufficient details to allow other researchers to reproduce the results; specifies well-known methods including statistical procedures; mentions and provides a brief description of the published methods which are not yet well known; describes new or modified meth-

ods at length; justifies their use and evaluates their limits.

Units of measurement, symbols and abbreviations must conform to international standards. Measurements of length, height, weight and volume should be given in metric units (metre, kilogram, litre) or their decimal multiples.

Results

The results should be reported as tables and graphs, possibly processed statistically and be concisely presented in the text.

Discussion and conclusions

The authors are expected here to comment on the results and compare them with literature data. The discussion must be rigorous and correspond to experimental data. Practical implications are welcome.

Tables and illustrations

Each table and any illustration (**black and white only**) must be submitted on a separate sheet of paper, typed correctly and prepared graphically in keeping with the page layout of the journal. On the reverse of every page in the original copy (not in the other three copies) there should be the family name of the first author and the title of the paper.

Tables should be numbered in the order in which they occur in the text and referred to as "Table 1.", for example. Each table should be accompanied by a short title.

Illustrations, referred to as figures (Figure 1.), include photographs (either as camera-ready glossy prints or digital photographs of at least 300 dpi – format .tiff or .jpeg; orientation – top and bottom – should be denoted on the reverse side), drawings,

graphs, diagrams, X-ray examinations (should be submitted as photocopies). Each illustration must have a caption. The pictures and drawings that are not originals should contain the name of the book or journal reference. Reproductions of pictures, drawings, and tables require the prior consent of the first publisher.

Reviews of Books

Reviews of books are usually written at the invitation of the Editorial Board of *Kinesiology*. The Editorial Board generally defines the length of the review. The author of a review should answer the following questions: should the book have been published, is this book better or worse than other similar ones, if these do exist, and who this book can be useful for.

Elements of the review should follow this logical order – asking questions, analysis of the arguments "for" and "against" and answers to the questions.

Style and language

The Editorial Board accepts manuscripts written in English only.

The language of *Kinesiology* is either the American English or British English.

Manuscripts may be rejected if written in poor English. The author is fully responsible for the style (formal, unbiased in any sense), language, and content of the paper. Yet, the Editorial Board has the right to comment on the form and language of the paper before it is accepted for publication. A good, standard command of grammar is expected in written English. Please, avoid non-standard abbreviations.

References

The journal uses the Harvard reference system (*Publication Manual of the American Psychological Association*, 5th ed., 2001). The list of references may contain only the authors cited in the text.

Reference citations in text

The study should be documented throughout the text by citing by author(s) and date (within parentheses) of the works used in the research, i.e. "... The recent comparison (Hughes, 2001) showed...", or "... Hughes (2001) compared...".

When there are two authors, always cite both names every time the reference occurs in the text. In the text, the surnames should be joined by "and", whereas within parentheses the sign "&" should be used. The same is valid for three and more authors (up to six)

Three, four, or five authors should be cited the first time the reference appears in the text; in subsequent referencing, cite only the family name of the first author followed by "et al." - 1st time (Vuleta, Milanović, & Jukić, 2004); 2nd time: (Vuleta, et al., 2004).

Six and more authors should always be cited like: the surname of the first author followed by "et al."

Be sure when shortening two or more references of the same primary author, to keep enough information to distinguish these citations (by citing of as many of the subsequent authors as necessary).

Reference list

Alphabetical order of references in the list should be followed. References should be complete and contain all the authors (up to and six) that have been listed in the title of the original publication. Titles of references written in languages other than English should be additionally translated into the English language and enclosed within square brackets. Full titles of journals are required (not their abbreviations). The author of the article is responsible for the accuracy of data and of references.

The style of referencing should follow the examples below:

Books

- Arnold, P.J. (1979). *Meaning in movement and sport and physical education*. London: Heinemann.
Bartoluci, M. (2003). *Ekonomika i menedžment sporta*. [Economics and management of sport. In Croatian.] 2nd revised ed. Zagreb: Informator, Kineziološki fakultet Sveučilišta u Zagrebu.

Journals

- Sallis, J.F., & McKenzie, T.L. (1991). Physical education's role in public health. *Research Quarterly for Exercise and Sport*, 62(2), 124-137.
Trstenjak, D., & Žugić, Z. (1999). Sport as a form of social involvement – the case of tennis. *Kinesiology*, 31(2), 50-61.

Chapters in Books

- Sparkes, A.C. (1997). Reflections on the socially constructed self. In K. Fox (Ed.), *The physical self: From motivation to well-being* (pp. 83-110). Champaign, IL: Human Kinetics.
Rossi, T., & Cassidy, T. (in press). Teachers' knowledge and knowledgeable teachers in physical education. In C. Hardy & M. Mawer (Eds.), *Learning and teaching in physical education*. London: Falmer Press.

Chapters in Published Books of Conference Proceedings

- Siedentop, D. (1998). New times in (and for) physical education. In R. Feingold, R. Rees, G. Barrette, S. Fiorentino, S. Virgilio & E. Kowalski (Eds.), *AIESEP Proceedings, "Education for Life" World Congress* (pp. 210-212). New York: Adelphi University.
Kasović, M., Medved, V., & Vučetić, V. (2002). Testing of take-off capacities in the lower extremities of top football players. In D. Milanović & F. Prot (Eds.), *Proceedings Book of 3rd International Scientific Conference, Opatija, 2002, "Kinesiology – New Perspectives"* (pp. 677-680). Zagreb: Faculty of Kinesiology, University of Zagreb.

Electronic Resources (computer software, computer and information services, on-line sites)

- U.S. Department of Education. (1997). *Title IX: 25 years of progress* /on-line/. Retrieved April 15, 1999 from: www.ed.gov/pubs/TitleIX/title.html
Yi Xiao, D. (2000). Experiencing the library in a panorama virtual reality environment. *Library Hi Tech*, 18, 2, 177-184. Retrieved July 30, 2001 from: <http://isacco.anbar.com/vl=666630/cl=8/nw=1/rpsv/cw/mcb/07378831/v18n2/s9/p177.html>

Nonprinted Media (Abstract on CD-ROM)

- Meyer, A.S., & Bock, K. (1992). The tip-of-the-tongue phenomenon: Blocking or partial activation? /CD-ROM/. *Memory & Cognition*, 20, 715-726. Abstract from: SilverPlatter File: PsycLIT Item: 80-16351.

Theses

- Marelić, N. (1998). *Kineziološka analiza karakteristika ekipne igre odbojkaša juniora*. [Kinesiological analysis of the junior volleyball team play characteristics. In Croatian.] (Unpublished doctoral dissertation, University of Zagreb). Zagreb: Fakultet za fizičku kulturu Sveučilišta u Zagrebu.
Horvatin-Fučkar, M. (2002). *Povezanost ritma i uspjeha u sportskoj i ritmičkoj gimnastici*. [Relationship between rhythm and success in artistic gymnastics and rhythmic gymnastics. In Croatian.] (Unpublished Master's thesis, University of Zagreb). Zagreb: Kineziološki fakultet Sveučilišta u Zagrebu.

Manuscripts that do not meet the requirements set in the Guidelines will be immediately returned to the authors for corrections. During the revision of the manuscript, the Editor will contact the first author or the one that is in charge of correspondence.