



## *Instructions for Authors*

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### **Scope**

The international, peer-reviewed journal *Archive for the Psychology of Religion/Archiv für Religionspsychologie* (ARP) is the oldest periodical that publishes research in the psychology of religion. It is the organ of the International Association for the Psychology of Religion (IAPR) / Internationale Gesellschaft für Religionspsychologie founded in 1914. Following a reorganization of the IAPR in 2001, the *Archive* has been revitalized. It was published as an international yearbook until 2008 (Vol. 30); since 2009 it is published as a journal with three issues per year (Spring, Summer, Fall). The editors of the *Archive* are located in different continents and countries, and are firmly committed to fostering truly international communication among psychologists interested in the scientific study of religious phenomena in all religious traditions. The *Archive for the Psychology of Religion/Archiv für Religionspsychologie* is open to all scientific methodologies, quantitative and qualitative. It publishes research reports and shorter research notes, but also (substantially longer) texts that propose innovative conceptual and theoretical perspectives in the psychology of religion. It is the policy of the *Archive* to have at least two members of the Editorial Board or other qualified colleagues independently and anonymously review all manuscripts submitted for publication.

### **Ethical and Legal Conditions**

Submission of an article for publication in any of Brills' journals implies the following:

1. All authors are in agreement about the content of the manuscript and its submission to the journal.
2. The contents of the manuscript have been tacitly or explicitly approved by the responsible authorities where the research was carried out.
3. The manuscript has not been published previously, in part or in whole, in English or any other language, except as an abstract, part of a published lecture or academic thesis.
4. The manuscript has not and will not be submitted to any other journal while still under consideration for this journal.
5. If accepted, the author agrees to transfer copyright to BRILL and the manuscript will not be published elsewhere in any form, in English or any other language, without prior written consent of the Publisher.
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### Online Submission

The *Archive for the Psychology of Religion/Archiv für Religionspsychologie* now uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: [editorialmanager.com/arp](http://editorialmanager.com/arp). First-time users of EM need to register first. Go to the website and click on the "Register Now" link in the login menu. Enter the information requested.

When you register, select e-mail as your preferred method of contact. Upon successful registration, you will receive an e-mail message containing your Username and Password. If you should forget your Username and Password, click on the "Send Username/Password" link in the login section, and enter your first name, last name and email address exactly as you had entered it when you registered. Your access codes will then be e-mailed to you.

Prior to submission, authors are encouraged to read the 'Instructions to Authors'. When submitting via the website, you will be guided stepwise through the creation and uploading of the various files.

A revised document is uploaded the same way as the initial submission. The system automatically generates an electronic (PDF) proof, which is then used for reviewing purposes. All correspondence, including the editor's request for revision and final decision, is sent by e-mail.

### Double-blinded Peer Review

The *Archive for the Psychology of Religion/Archiv für Religionspsychologie* uses a double-blind peer review system, which means that manuscript author(s) do not know who the reviewers are, and that reviewers do not know the names of the author(s). When you submit your article via Editorial Manager, you will be asked to submit a separate title page which includes the full title of the manuscript, plus the names and complete contact details of all authors. This page will not be accessible to the referees. All other files (manuscript, figures, tables, etc.) should not contain any information concerning author names, institutions, etc. The name of these files should also be anonymized.

Tables, illustrations and other figures should also be uploaded as separate files.

### File Format

Please upload the manuscript as a source files such as .doc, and not as a .pdf. Tables should be submitted as Word files, and figures should be submitted in high resolution .jpg or .tif files (see p. 5 under Figures).

### Contact Address

For additional information or if you need help in uploading your manuscript please visit the author tutorial or online help links given at the right side of the log-in window. For remaining questions please contact: [arp@uni-bielefeld.de](mailto:arp@uni-bielefeld.de) or the journal manager at: [kaldenbach@brill.nl](mailto:kaldenbach@brill.nl). For eventual questions about Editorial Manager, authors can also contact the Brill EM Support Department at: [em@brill.nl](mailto:em@brill.nl).



## Submission Requirements

### *Types of Contributions and Length*

The *Archive for the Psychology of Religion* is open to all scientific methodologies, both quantitative and qualitative, and publishes empirical studies up to 35 pages in length (double-spaced pages, including references, tables and figures) as well as shorter research notes. It also publishes innovative conceptual and theoretical papers, which should not exceed 55 double-spaced pages, and should follow the current style guidelines of the American Psychological Association (APA).

### *Language*

Manuscripts may be submitted in English, French, or German. Spelling should be consistent throughout.

## Manuscript Structure

### *General*

Articles should be typed in 12 point Times Roman or a similar typeface, double-spaced with broad margins on all sides. There is no need to justify text and there should be as little formatting as possible. Use *italics*, but not **bold** or underlining.

The title page information should be uploaded as a separate file.

This separate title page file should contain the author(s) name(s), position(s), full institutional address(es) and e-mail address(es), date, number of words, and acknowledgements.

The manuscript file has three main sections: the title and summary (abstract), body of the text and reference list.

### *Abstract and Keywords*

A summary in English of 150-200 words must be included as well as up to six keywords. Papers accepted for publication in French or German need, in addition, a more extensive, one page abstract in English as well as keywords.

### *Body Text*

The text file submitted should include the title, summary, keywords and text but not contain the name(s) of authors at the beginning or elsewhere in the body of the text except when citing previous work (which should be done in the third person). The reason for this is to preserve the anonymity of the authors during the peer review process.

### *Headings*

Three levels of headings are usual. All are flush left:

- **Level 1 Headings Are Bold and Require Standard Capitalization**  
They have two blank lines above and one below.



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- *Level 2 Headings Are Italicized with Standard Capitalization*  
They have one blank line above and one below
- *Level 3 Headings Are Italicized with Standard Capitalization*  
They have one blank line above and none below

### *Citation in the Text*

In the body of the text, use the author-date method of in-text citation: Surname, 2009  
Et al.: If there are more than six authors, list the first six and then use et al. (and others). In the text, a work with more than six authors is cited as follows: (Surname et al., 2009).

### *References*

The reference list containing all the material cited in the body text is placed at the end of the article. All items cited in the text must be in this list. All items in the reference list must be cited somewhere in the text. The list is alphabetical, based on the last name of the first author. If there are two or more works by the same author, they are arranged chronologically according to year of publication, with earliest date first.

#### *Journal Article:*

Author, A.A., Author, B.B., & Author, C.C. (2009). Title of the article. *Journal Title*, Vol. 12 (4), 1-10.

#### *Journal Article in Another Language:*

Author, A.A., Author, B.B., & Author, C.C. (2009). Title of the article [Title of article]. *Journal Title*, Vol. 12 (4), 1-10.

#### *Books*

Author, T.H.E. (2008). *The title of the book*. Location: Publisher.

#### *Books in Another Language*

Author, T.H.E. (2008). *Titel van het boek*. [The title of the book]. Location: Publisher

#### *Edited Book*

Author, T.H.E., & Author, A. (Eds.) (2009). The title of the book. Location: Publisher.

#### *Article in Edited Book*

Author, A.A., & Author, B.B. (2009). Title of chapter [Title of chapter in English]. In A. Editor & B. Editor (Eds.), *Title of the book* [Title of the book in English], (pp. 1-10). Location: Publisher.

#### *Internet*

##### *Periodicals*

Author, A.A., & Author, B.B. (2009). Title of article. Title of Online Periodical, volume number



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(issue number if available). Retrieved month day, year, from  
<http://www.someaddress.com/full/url/>.

### Non-periodicals

Organization XYZ (2008). Title of article. Retrieved month day, year, from:  
<http://www.someaddress.com/full/url/>.

### Newspaper Article:

Author, A. (2009, January 6). The title of the article. *Newspaper Title*. Retrieved  
<http://www.someaddress.com/full/url/>.

Author, A. (2009, January 6). The title of the article. *Newspaper Title*, pp. 3.

### Quotations

Short quotations are placed within the text.

Longer quotations (3 lines of text or 40 words+) are placed in an indented free-standing block without quotation marks.

### Abbreviations

When abbreviating any terms, write them out in full the first time they are mentioned:  
The American Psychological Association (APA)

### Numbers

Use metric units for measurement reporting. The numbers zero through nine are spelled out, numbers 10 and above are written as numbers.

### Tables and Figures

Tables and Figures must be submitted as separate source files, tables in MS Word format, figures in .jpg or .tif file format. Indicate in the text file where they are to be placed.

### Tables

APA-style tables do not contain vertical lines. They are double-spaced and should be consistent within the manuscript. All tables should be cited in the text.

### Figures

Figures refer to graphs, charts, drawings and pictures (black & white). All figures should be cited in the text. If there are figures in the manuscript, the author must upload figure files as separate files. These figure files must be uploaded as source files (.jpeg, or .tif), and not .pdfs. If there are figures in colour, there must also be a black and white file for each figure. The size of the figure must be appropriate for the journal. The quality of the figure must be suitable for printing - the resolution should be a minimum of 300 dpi (minimum 600 dpi for line art). The image itself must be sharp, and any text in the figure should be legible (at least corps 7 or larger). There must not



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be a problem with the copyright to the figure in question; see point 6 of the Ethical and Legal Conditions above. Please also provide a separate list of figure captions.

## Publication

### *Proofs*

Upon acceptance, a PDF of the article proofs will be sent to authors by e-mail to check carefully for factual and typographic errors. Authors are responsible for checking these proofs and are strongly urged to make use of the Comment & Markup toolbar to note their corrections directly on the proofs. At this stage in the production process only minor corrections are allowed. Alterations to the original manuscript at this stage will result in considerable delay in publication and, therefore, are not accepted unless charged to the author. Proofs should be returned within 7 days of receipt to the journal manager.

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## Consent to Publish

### *Transfer of Copyright*

By submitting a manuscript, the author agrees that the copyright for the article is transferred to the publisher if and when the article is accepted for publication. For that purpose the author needs to sign the **Consent to Publish** which will be sent with the first proofs of the manuscript.

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