



Monographs of the Society for Research in Child Development

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Submission Guidelines

Journal Highlights

The *Monographs of the Society for Research in Child Development* is a serial publication that provides authors or collaborative teams of authors a platform for disseminating conceptually rich and empirically distinguished work that supports the SRCD mission—to advance developmental science and promote its use to improve human lives. To be accepted for publication, manuscripts must be judged as providing significant contributions to one or more aspects of developmental science. As described and illustrated in more detail in the document entitled [Editorial Perspectives](#), many kinds of Monographs may serve this end by addressing one or more of three core goals identified in [SRCD's Strategic Plan](#)—(1) advancing cutting-edge and integrative developmental science research; (2) promoting racial, cultural, economic, national, and contextual diversity in that science; and (3) promoting the application of developmental science to policies and practices that improve human well-being.

Monographs are intended to address some specialized topic within developmental science without being unduly narrow. Indeed, most *Monographs* are expected to be of interest to a wide swath of the membership of SRCD as well as to scholars and practitioners who work in disciplines or work settings that have traditionally been only modestly represented among SRCD members. To this end, each *Monograph* should be comprehensible to (and engaging for) the general reader at the same time that it is valuable for colleagues who share specific research interests with the authors. Furthermore, each issue is expected to be a fully-integrated volume written in a single voice. As such, even when a *Monograph* involves multiple scholars who work from diverse perspectives and contribute in different ways, the *Monograph* is indexed as a single unit, linked to a single author or authorship team as a whole.

Monographs have an extensive reach both within and beyond the United States. They are distributed directly to the 5000+ members of SRCD; the series is available to readers through over 5,000 institutions that hold licenses or subscriptions, and through over 7,500 developing-world institutions that make *Monographs* accessible through the support of philanthropic initiatives. The series typically attracts between 4,000 and 6,000 unique visitors a month, and between 35,000 and 45,000 downloads annually. Beginning with the new editorial term, in addition to print and electronic *Monographs*, there will be an expanded web and social media presence that will allow *Monograph* initiatives such as webinars, invited and submitted commentaries, discussions with authors, and recommendations for or access to relevant resources such as related papers, research or teaching tools, and databases.

Manuscript Preparation and Submission: Overview

It is strongly recommended (although not required) that potential authors consult with the Editor before submitting a full manuscript. To do so, please send a very brief description of your idea directly to the Editor, Lynn Liben (liben@psu.edu), including "MONO Inquiry (author name)" in the subject line. If you have not received a response within 10 days, please resend your email to the Editor with a copy to the Managing Editor, monographs@srcd.org. If there appears to be a potential fit with *Monographs*, the Editor will invite a short, written prospectus. The prospectus (in Microsoft Word format) should be sent as an email attachment to both the Editor and Managing Editor. Please include "MONO Prospectus (author name)" in the subject line. The Editor will contact the author directly with feedback on the prospectus. An author who has not received feedback within two weeks of submission should send an inquiry via email to both the Editor and Managing Editor.

Full manuscripts should be submitted electronically on the Monographs review site at <http://mc.manuscriptcentral.com/mono>. The complete manuscript, including all material (e.g., tables, figures, references), should be in the range of 100-200 double-spaced manuscript pages (1" margins on all sides). With only a few exceptions, manuscript format follows the *Publication Manual of the American Psychological Association* (6th edition, 2010). For any formatting question not explicitly addressed in these Guidelines, please follow the directions in the *APA Manual*.

Authorship

Potential authors need not be members of the Society for Research in Child Development, and they need not have any particular higher degree nor be identified with any specific discipline. As explained above, authorship is indexed for each *Monograph* as a whole. On the title page, please include one or more of the following as appropriate for your submission:

- (a) individual authors' names
- (b) a named author group (e.g., the "NICHD Early Child Care Research Network") for which a footnote may be used to list group members.

In addition, if desired, you may include:

- (c) a statement of author contributions that explains individuals' roles. For example, such a statement might say: "Author A developed the conceptual model and empirical research design; Author B collected, coded, and analyzed data; and Authors A and B shared responsibility for writing the manuscript."

Author Assurances

As part of the submission process, authors are asked to certify that:

- All listed authors agree with the listed author names and their ordering;

- All authors are responsible for and in agreement with the content of the entire manuscript;
- The corresponding author assumes responsibility for promptly informing all coauthors of relevant actions and requirements (e.g., manuscript submission, editorial decisions, reviews, revisions);
- The study has been reviewed, as required, by the appropriate Institutional Review Board, and conducted according to the [Ethical Standards in Research](#) of the Society for Research in Child Development; and that
- Financial support and conflicts of interest have been disclosed in the author acknowledgements.

In addition, by submitting the manuscript, authors acknowledge that they are aware that their manuscript may be screened for overlap with previously published works; that written permission is required to publish copyrighted material (e.g., quotations or figures); that appropriate license agreements must be executed prior to publication; and that online, figures are automatically published in color, but in print, figures appear in black-and-white unless authors cover color-printing costs (currently \$250 per figure).

Author Suggestions

Authors are welcome to suggest knowledgeable reviewers. Please avoid suggesting those with whom you have a close working or personal relationship (e.g., colleagues or collaborators, recent students or mentors). A comment box is available to provide additional information about suggested reviewers or to indicate names of individuals you would prefer *not* be invited to review.

Additionally, the submission site provides authors with a place to make suggestions relevant to dissemination efforts if their manuscript is accepted for publication. In particular, authors may propose individuals from within or beyond the academic community who might be invited to write commentaries; identify disciplines or professional organizations likely to include people for whom their *Monograph* would be of particular interest; and suggest course offerings for which the *Monograph* might be a required or supplemental reading.

Cover Letter

Please include a cover letter to provide any information that is not already addressed by submission procedures and that you believe is important for consideration of the manuscript.

Review Process

Submitted manuscripts undergo peer review. Every effort will be made to reach an editorial decision as quickly as possible, but given that *Monograph* manuscripts are long, the review process is typically long as well. Please feel free to contact the *Monographs* office, monographs@srcd.org, to inquire if you have not received a decision within 4 months of submission.

Manuscript Preparation and Submission

In preparation for manuscript submission on the submission site, <http://mc.manuscriptcentral.com/mono>, please prepare your work in two separate files. The first—the **Author File**—contains sections that have author-identifying information. The second—the **Manuscript File**—contains sections that are used for blind review of the manuscript. Within each of these two files, the sub-sections named below should appear in the order listed. Each sub-section should begin on a new page with the sub-section title appearing centered at the top of the page.

In both files, a RUNNING HEAD (in all caps) should appear on the top left of every page. In the Author File, you do not need to insert page numbers (although you may if you wish). In the Manuscript File, please number each page of the submitted manuscript consecutively in the top right corner beginning with the Abstract. You do *not* need to insert page numbers into the Table of Contents itself because these will be determined during production if your manuscript is accepted for publication.

If you wish, you may submit an optional third file of **Supporting Information** that is intended for online publication only. Wiley-Blackwell guidelines for supporting information are available at <https://authorservices.wiley.com/author-resources/Journal-Authors/Prepare/supporting-information.html>. Because material in the Supporting Information file will also be available to reviewers, please be sure to omit all author-identifying information.

Author File

- **Title and Author Page.** The title and author page should include the proposed *Monograph* title and authors' names and affiliations. Please note that short and jargon-free titles are preferred. Information about the listing of authors is provided in the earlier section on "Authorship."
- **Acknowledgements.** Please include address for corresponding author. Please list all funding sources and associations (e.g., paid positions) that may suggest a conflict of interest with respect to the substance of the *Monograph*.
- **Author biographies.** Please provide brief (~50-word) biographical statements for each author that includes authors' affiliation and major research interests.

Manuscript File

- **Table of Contents.** The table of contents should list all sections, including chapter titles. When possible, chapter titles should be informative; e.g., "I. Early Theoretical and Empirical Work on Parenting Styles" rather than "I. Introduction."
- **Abstract.** The abstract should be as jargon-free as possible and should not exceed 300 words. (Note that the abstract should be included here even though it is also submitted separately early in the submission process.)

- **Text chapters.** Please begin each chapter on a new page. Each chapter should be labeled with the chapter number followed by a meaningful title as illustrated above.
- **References.** Please remember to include DOIs in all references.
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- **Appendices** (if any). Label and begin each on a separate page.
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Supporting Information (Blinded)

- If you wish to include (optional) supporting information for review and online publication, please select the file designation "Supporting Information for review and online publication only" when uploading your file.

Cautions Related to Common Errors

- **References**
 - Be sure to double check the match between your in-text citations and the reference list.
 - Please check the *APA Manual* carefully for proper formatting of different types of references (e.g., books, oral presentations, dissertations, poster presentations), of the sequence in which references by the same author are to be listed, and of sources with more than seven authors.
 - Authors' initials should be spaced ("M. C. Smith") not closed up ("M.C. Smith").
- **Headings.** Please follow the APA formatting rules to indicate different heading levels.
- **Tables.** Please be sure that all components of your tables (e.g., titles and footnotes) follow APA rules. Entries should be separated with sufficient

space so that rows and columns are clear; use vertical and horizontal lines sparingly.

- **Miscellaneous Reminders**

- o Translate school grades into ages because grade levels are not globally meaningful.
- o Italicize statistical symbols as required (e.g., *M*, *SD*, *SE*, *r*).
- o Include degrees of freedom for statistical tests as required.
- o Use italics rather than underlining in the text.
- o Write out numbers under 10 in words and use numerals for 10 or more. One exception is that units of measurement (e.g., age, grade, time, distance) are always given in numerals. A second exception is that when a number under 10 is part of a series of higher numbers, digits are used for all.
- o Hyphenate years and months when they are used as modifiers (e.g., 4-year-olds; 3-month-olds; third-grade children) but omit hyphens otherwise (e.g., children were tested at 4 years; participants were third graders).
- o Avoid combining inanimate nouns with action verbs such as "the research shows" or "the study examined."
- o Restrict the term "relationship" to interpersonal phenomena; all other associations (logical, mathematical, etc.) should be termed "relation" or a synonym such as "association" or "link."
- o The words "while" and "since" express temporal meaning; words such as "although" or "whereas" should be used to contrast two situations.

Note to NIH Grantees

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Questions

Questions about editorial policy or content should be directed to the Editor, Lynn Liben, at liben@psu.edu; questions about manuscript preparation and submission should be directed to the Managing Editor, Lisa Braverman, at monographs@srcd.org.