

Guidelines for authors

The editors of ergoscience invite you to publish your work in the peer-reviewed journal *ergoscience*. Contributions can be made in the following categories:

- Original research studies (e.g., from bachelor's, master's or doctoral theses)
- Literature studies, clinical trials, single case studies
- Short contributions on a scientific topic
- Comments on articles from other journals
- Book reviews
- Reports of events
- Short presentation of research projects or working groups.

The manuscripts should be relevant to the development of occupational therapy and/or relate to occupation as a core element of occupational therapy.

In principle, English articles are also accepted and can be published in English at times. If the article is to be published in German, the article has to be translated into German by the authors, since the publishers are not equipped to do so. The can, however, assist with the "fine-tuning" of a translation.

The manuscript should not have been published anywhere previously, nor should it have been submitted simultaneously to other journals. In the case of original research articles, a blinded peer-review procedure will be initiated upon receipt of the manuscript. After evaluation by the reviewers, the author(s) will be notified whether the article has been accepted, and which proposed modifications are necessary before the article can be published.

The authors are responsible for including ethical procedures of their research study under Methodology (e.g., a brief description how compliance of participants was obtained).

Outline of the manuscripts

- Research article (see separate templates for each type of contribution)
 - Summary/Abstract
 - Keywords/Keywords
 - Introduction
 - Method
 - Results
 - Discussion
 - Conclusion
 - Quintessence
- Other contributions
 - Outlines are specific to the content of the contribution

Structure of manuscript

- Please send the manuscript by e-mail attachment (Word file) or storage medium (CD/USB stick)
- Measuring the extent of the contribution is calculated as follows: About 2 manuscript pages make one printed page, about 6,000 characters (including spaces) fit on a printed page. You can see the characters under Word / Tools / Words Count. Please keep in mind that illustrations are also included (about 4 figures make a printed page).
- Layout of the submission:
 - Layout: A4
 - Leave margin

- Font: Arial
- Font size: 12pt
- Line spacing: 1.5 times
- Alignment: justified, no manual hyphenation
- Add bullets / numbering via "bullets / numbering", not over "-" or "1."
- Formatting of headings and subheadings: uniform (same font, same font size, bold, possibly numbered etc.)
- Title page: 1 page, titles always in German and English. Title should be short and concise. On the title page the first author is named with complete correspondence address, job title and academic degrees / titles. In addition, the co-authors are listed as well as the clinic or institution in which the paper was written. If the project was financially supported (e.g. grants), the name of the sponsor must be included in a footnote.
- On the second page follows the summary / abstract (also in German and English) with a maximum of 1,600 characters (including spaces) per language and the keywords / keywords (German and English) with a maximum of 5 per language (based on the MeSH terms of the Index Medicus / Medline)
- Footer on the right: page numbering
- On the third page begins the actual text of the submitted work
- Abstract is divided into four headings: Introduction, Method, Results and Conclusion
- Quintessence (the 2-4 main messages of the text / summary of the result) of max. Insert 1,000 characters (including spaces) at the end of the text.

Type and scope of the manuscripts

- Research studies: maximum 10 printed pages, which corresponds to about 50,000 characters (including spaces)
- Short contributions: maximum of 5 printed pages, which corresponds to about 30,000 characters (including spaces)
- Read and comment: a maximum of 2 printed pages, which corresponds to about 12,000 characters (including spaces)
- Evidence-based practice - User-friendly study summaries: a maximum of 2 printed pages, equivalent to about 12,000 characters (including spaces)
- Short reports on research projects, working groups, events etc .: at least 3,000 and a maximum of 6,000 characters (including spaces)
- Book reviews: at least 3,000 and a maximum of 4,500 characters (including spaces)
- All information includes summaries, tables and illustrations, etc. The title page and the references are not included in the scope of the drawing.

Illustrations

- Number the illustrations with the caption and insert them on a separate page at the end of the manuscript (not in the text). Name the source, incl. the number of the page
- Send photos as extra files eps, tif or jpg (resolution: at least 300dpi)
- If persons are recognizable on illustrations, a declaration of consent must be obtained from all persons depicted
- Number the tables with a legend and insert them on a separate page at the end of the manuscript (not in the text)
- Explain the tables in a comprehensive way
- Refer to figures and tables in the text and explain these in the text

Citations for references according to APA 6 (American Psychological Association)

- The number of references should match the scope of the text and should not be too extensive but contain the most relevant and important references. References do not count with the total number of characters.
- The references (in alphabetical order) at the end of the text is to be used as evidence for all sources that are indirectly or directly quoted.
- Citing literature in the text

- Health Behavior (Schwarzer, 1992) includes ..
- Rummel, Rainer and Fuchs (1998) determine the goals...
- Subdividing Berthel und Becker (2003, p. 8) ...
- For Idler (1992, quoted in Greiner, 1998, p. 95) ...
- At the first appearance, all authors are mentioned, in the later course only the first: Rummel et al. (1998) mention that ...
- For more than 6 authors basically only the first author is mentioned and et al. added.
- Multiple sources are separated by a semicolon (;).

- Alphabetical references - Examples

- Bogduk, N. (1992). *The anatomical basis for cervicogenic headache*. J Manip Physiol Ther*, 15(1), 67-70.
- Günter, A. & Jäger, M. (2004). *Ich sehe den Wald vor lauter Bäumen nicht*. Dortmund: Modernes Lernen.
- Kielhofner, G. & Castle, L. *Participatory research for the development and evaluation of occupational therapy: researcher-practitioner collaboration*. In: Kielhofner, G. (Hrsg.). (2006). *Research in occupational therapy: methods of inquiry for enhancing practice*. Philadelphia: F.A. Davis, 643-655.
- Perspective 50 Plus – Employment pacts for older workers in the regions (2006). <http://www.oecd.org/regional/leedprogrammlocaleconomicandemploymentdevelopment/37729545.pdf> [04.10.2012].

* Please use the internationally used abbreviations when specifying the journal titles. These can be found at: http://www.efm.leeds.ac.uk/~mark/ISITabbr/A_abrvjt.html

Please adhere to these literature guidelines, even if there are different versions of APA6.

Copyright

By sending the manuscript (article), the author automatically declares that is free from third-party rights.

This applies to the text of the manuscript, drawings, photos, etc. With the transmission of the manuscript, the author transfers these copyrights to the publisher.

The author grants the publisher the exclusive right to reproduce and distribute the article in any form (periodical, book, digital, CD-ROM, Internet) for a period of five years after publication.

The author also grants the following exclusive rights of use: the right to reprint and reprint the article as a whole or in part, the right to translate it into other languages, the right to further process summaries / abstracts, the right to grant the aforementioned rights of use to third parties in Germany and abroad.

It is assumed that the corresponding author owns the copyright and that he / she has permission from his / her co-authors to have it published.

Please, send the manuscripts to:

Schulz-Kirchner GmbH
Petra Jeck
Mollweg 2, 65510 Idstein
Postfach 12 75, 65502 Idstein

Tel.: +49 (0) 6126 9320-17
Fax: +49 (0) 6126 9320-50
ergoscience@schulz-kirchner.de