

## **Instructions for Authors**

### **The Physical Educator**

Author manuscripts must be submitted online (<http://js.sagamorepub.com/pe/information/authors>) and meet the following guidelines:

Manuscripts must be double spaced in Times New Roman 12-point font in a Microsoft Office Word document. Number the lines of the manuscript, including the references. It is required that manuscripts be kept to 25 pages or less in length, including charts, graphs, graphics, pictures, and tables. Please follow APA 6th edition style guidelines consistently throughout the manuscript.

The first page of the manuscript must include the title of the article only. Do not include your name, affiliation, or other identifying information. An abstract must accompany each manuscript.

Label all charts, graphs, and tables and place them on separate pages. Submit all images 300 dpi with appropriate captions. Number the pages beginning with the title page followed by text, references, figure captions, tables, and figures. Figures must be clean and legible. Freehand art or lettering is not acceptable.

Carefully check references to ensure they are correct, included only when they are cited in the text using APA 6th edition style guidelines. Only include references that have been published or accepted for publication.

Upon submission, authors will be sent an email of receipt. Manuscripts are read by the editor and three reviewers using a blind review process that takes up to 90 days. Authors will be notified about the disposition of their manuscripts as soon as reviewers have returned their reviews. Depending on the outcome of the review, authors will receive one of the following notices:

1. An email of acceptance certifying the article will be published in the near future.
2. An email of rejection and copies of reviewers' comments.
3. An email recommending revision and copies of reviewers' comments and suggested revisions. A due date will be listed for resubmission of the revised manuscript.

Galley proofs will be emailed to the lead author and must be returned within 72 hours of receipt. Only minor corrections can be made at this point. New additions or major revisions are not allowed. Reprints of articles are not available at this time. The lead author will receive an electronic copy of the issue that is to be distributed to coauthors only.