



# ***JOURNAL OF COUNSELOR PRACTICE***

## **Guidelines for Authors**

The *Journal of Counselor Practice (JCP)* is a national, peer-reviewed journal that publishes empirical research, critical reviews, and theoretical articles that promote innovative practice and advance the field of professional counseling. Manuscripts typically fall into one of the following categories, although other kinds of submissions may be appropriate to the journal's readership:

- **Counseling Practice:** Articles focus on innovative methods and approaches in professional counseling practice in diverse settings, treatment outcomes, professional identity, leadership development, and social justice and advocacy.
- **Clinical Supervision:** Articles focus on innovative supervisory methods and approaches, existing supervision models and frameworks, the supervisory relationship, and the supervisee/supervisor development.
- **Counselor Preparation:** Articles focus on counselor training, counselor education curriculum, pedagogical approaches, innovative practice in counselor education, and topics related to the experiences of counseling students and counselor educators.

### **Submission of Manuscripts**

Manuscripts are to be submitted electronically in Microsoft Word format (.doc) to the Editor, Dr. Varunee Faii Sangganjanavanich, at: [journalofcounselorpractice@gmail.com](mailto:journalofcounselorpractice@gmail.com). Please use the subject line "JCP manuscript submission."

Manuscripts will be acknowledged by e-mail upon receipt. Authors can expect notification regarding the manuscript's disposition within 12 weeks of acknowledgement of its receipt.

All submissions are blind peer reviewed by at least two editorial board members and typically undergo revision before final acceptance. The Editor makes final decisions regarding publication.

To ensure a blind review, authors must take particular care to conceal their identities within the manuscript in order to ensure a blind review. Please adhere to the following steps:

- The title of the manuscript should appear on the first page of the manuscript. Also include on this page the name and institutional affiliation of each author as well as their respective addresses, telephone numbers, fax numbers, and e-mail addresses.



- A cover letter should be prepared following APA Publication Manual guidelines and include a statement that the manuscript is not under concurrent consideration for publication elsewhere. Please e-mail the cover letter as a separate document.

Authors must adhere to the American Counseling Association's ethical codes and guidelines within the Publication Manual of the American Psychological Association (6th edition).

All inquiries can be directed to the Editorial Office:

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## **Preparation of Manuscripts**

All manuscripts should be prepared to the most recent version of the APA Publication Manual.

Manuscript should not exceed 25 pages, including references and tables. Margins must be 1 inch on all sides, and all content must be double-spaced. Times New Roman is the preferred typeface, with 12-point font size.

The abstract should be between 100 to 150 words in lengths and clearly summarize the main ideas of the manuscript.

References should follow APA style. Check all references for completeness and accuracy including year, volume number, pages of journal citations, and inclusion of the digital object identifier (DOI) if available.

Do not use footnotes. Instead, incorporate this material into the text. Keep tables to a minimum. Include only essential data and combine tables where possible. Refer to the APA Publication Manual for style of tabular presentations. Each table should be on a separate page following the reference section. In all cases tables will be placed near the first reference to them in the text. Include figure legends on a separate sheet.



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Manuscripts should be well organized and concise so that the development of ideas is clear. Avoid stereotyped writing and the use of jargon. Aim for clear communication of ideas. Concise headings and subheadings enhance the organizational structure of the manuscript and enable readers to anticipate topics and follow themes.