

APCD Journal Author Guidelines

Asia Pacific Career Development Journal (APCDJ) is an international biannual publication dedicated to all career development and intervention related topics. The journal welcomes submissions focused on, but not limited to, the following topics: career counseling, individual and organizational career development, work and leisure, career education, career coaching, and career management. Methodologies can include but are not limited to literature reviews that make research accessible to practitioners, case studies, history and public policy analyses, qualitative research, and quantitative research of specific relevance to the practice of career development and counseling. The article types within the journal include the following:

Empirical articles: These should describe new and carefully confirmed findings, and experimental procedures given in sufficient detail for others to verify the work. Quantitative, qualitative, analytical, or historical methods are required. The length of a full paper should be no more than 25 pages not including cover page, abstract, references, and appendices. Tables and figures for these manuscripts are limited to 3 per submission.

Short Communications: A Short Communication is suitable for recording the results of completed small studies such as intervention evaluations or giving details of new models, innovative methods, or techniques. Short communications are about 8 to 15 manuscript pages in length not including cover page, abstract, references, and appendices. Tables and figures for these manuscripts are limited to 1 per submission.

Review: Submissions of reviews and perspectives covering topics of current interest are welcome. These include literature reviews on emerging topics of interest, theoretical articles, applications of specific theories or techniques that do not include evaluation data, and historical reviews of career development and counseling practice specific to the Asia Pacific Region. Reviews should be concise and no longer than 20 manuscript pages. Tables and figures for these manuscripts are limited to 1 per submission.

Manuscript Submissions

All the manuscripts and questions are to be submitted electronically via Journal@AsiaPacificCDA.org. Manuscripts are reviewed by at least two editorial board members and typically undergo revision before final acceptance. The Editor makes final decisions regarding publication. About 10 weeks will elapse between acknowledgment of the manuscript's receipt and notification of its disposition.

APCDJ uses a double-blind review process, which requires that manuscripts be thoroughly anonymous. All submissions are blind peer reviewed. Therefore, authors must submit 2 documents, 1st document is cover page, the authors' names, positions or titles, places of employment, and mailing addresses should appear on this cover page; 2nd document is a manuscript that contains no clues to the authors' identity.

Preparation of Manuscripts

All parts of the manuscript should be typewritten, double-spaced with continuous line numbering, and margins of at least one inch on all sides. Number manuscript pages consecutively throughout the paper. Submission implies that the report represents unpublished work and that neither itself, nor parts of it, have been published or are under consideration for publication elsewhere. Authors should carefully prepare their manuscripts in accordance with the instructions.

All manuscripts should be prepared according to the [Publication Manual of the American Psychological Association](#) (7th ed.; American Psychological Association [APA], 2020). Please see the APA Publication Manual for specific guidelines regarding the format of the manuscript, abstract, citations and references, tables and figures, and other matters of editorial style.

Title Page: The first page of the manuscript should be masked and contain only the title of the manuscript.

Abstract: The abstract is supposed to express the main idea of the manuscript. It should be on page 2 and is limited to 150 words.

Keywords: Keywords should follow the abstract on page 2 and are limited to 5 words.

Tables and Figures: Tables and figures are limited to 3 per submission for Empirical articles, are limited to 1 per submission for short communications and review manuscripts. Tables and figures should not be embedded in the text and be in APA, 7th ed. format, but should be included as separate files.

References: References, citations, and general style of manuscripts should be prepared in accordance with the Publication Manual of the American Psychological Association (APA, 7th ed.) style.

Proofs and Reprints: Electronic proofs will be sent (email attachment) to the corresponding author as a PDF file. Page proofs are considered to be the final version of the manuscript. With the exception of typographical or minor clerical errors, no changes will be made in the manuscript at the proof stage.

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