

Instructions to Authors

American Journal of Orthopsychiatry: Mental Health and Social Justice

Scope of the Journal

As the principal publication of the American Orthopsychiatric Association (sometimes known simply as “Ortho”), the *American Journal of Orthopsychiatry* (*AJO*) reflects the Association’s purpose: “to facilitate the generation and exchange of knowledge relevant to the development and implementation of policies and practices consistent with the promotion of mental health and social justice, including the protection of human rights.” Consistent with that mission, *AJO* publishes articles that clarify, challenge, or re-shape the prevailing understanding of factors in the prevention and correction of injustice and in the sustainable development of a humane and just society.

Of special interest are manuscripts that offer interesting ideas about the promotion of well-being (especially in regard to mental health) or the social and environmental issues related to the prevention, alleviation, or elimination of human suffering (especially in regard to mental health problems and mental illness). *AJO* continues its long-standing emphasis on the mental health consequences of social, economic, political, and spiritual problems, including prejudice and discrimination on the basis of age, ethnicity, disability, gender, language, national origin, race, religion, sexual orientation, or wealth. *AJO* welcomes manuscripts on resilience and coping in the face of actual or threatened social exclusion, economic injustice, or political oppression. In that regard, *AJO* offers a forum for discussion of the nature, prevention, and remediation of trauma resulting from occupational stress, school failure, criminal victimization, natural disasters, economic distress, or family, community, or political violence, among other causes.

AJO also maintains its interest in promotion of a sense of community, whether at the local, societal, or global level. The need for greater understanding of the factors in expression of human decency and the maintenance of positive relationships extends from the settings of everyday life (e.g., families; places of worship; civic organizations; schools; workplaces) to the political institutions governing the lives of millions or even billions of people.

Theoretical, policy-analytic, and empirical (both qualitative and quantitative) manuscripts will be considered for publication. Appropriateness for publication in *AJO* is dependent on the nature of the topic for study and the quality of the work, not the professional identity, educational background, institutional affiliation, or nationality of the author. The Association’s standard for membership illuminates the breadth of expertise and strategies for analysis that are within the scope of *AJO*:

Membership in the Association shall be open to professionals and students in the mental health disciplines, including the professions involved in the development, interpretation, and implementation of policies affecting mental

health research and services. Such professions include but are not limited to counseling, economics, ethics, family studies, law, medicine (primary care specialties; psychiatry), nursing, pharmacology, political science, psychology, public administration, public health, religious studies, social planning, social work, and sociology. (*By-laws of the American Orthopsychiatric Association*, art. 3(a) [ratified by the members of the Association on May 31, 2007])

Criteria and Procedures for Selection of Manuscripts for Publication

As already noted, *AJO* publishes theoretical, policy-analytic, and empirical articles on topics related to the Association's historic values and themes. Articles may also be grouped by their format and source. In that regard, there are three contexts for selection of manuscripts for publication as articles in *AJO*. First and most conventionally, scholars interested in the topical domains that are within *AJO*'s scope are encouraged to submit individual manuscripts for consideration. Second, *AJO* occasionally invites leading scholars to edit special sections or issues on topics of particular interest. Such special features typically contain articles solicited by the guest editor, who coordinates initial reviews of the manuscripts that are submitted in response to these invitations.

Third, *AJO* includes a unique magazine-in-a-journal. This feature is called *The Community* — a title that not only signifies the content of interest but also suggests the intent to generate exchange of ideas, as in “communities” within Web sites for social networking. Like other articles in *AJO*, those chosen for publication in *The Community* are expected to be well grounded in empirical research and in the values that have sustained Ortho across multiple generations. Unlike other articles in *AJO*, however, those selected for *The Community* are written in magazine style and are intended for discussion not only in the mental health professions but also among general audiences of people who are educated, thoughtful, and socially concerned.

The writing in *The Community* is at the level of *The Atlantic* or *Harper's*, and the articles are lucid, informative, lively, and provocative. Articles in the section are concise (typically 10 to 20 double-spaced manuscript pages).

The Community also contains overviews of current issues of political concern. Typically written by Ortho's Washington Fellow or others representing Ortho in public discussions, those commentaries are designed to provide succinct summaries of current and proposed policies on matters related to mental health, mental illness, or mental health problems and of scientific knowledge germane to such issues.

Readers who study the articles in *The Community* and who are members of the Association may obtain continuing education credit from Ortho's partner, Red Toad Road Company, an APA-approved provider. Instructions for receipt of credit are included in each article in the section.

Articles included in *The Community* are ordinarily invited. However, they are sometimes based on manuscripts that were initially presented in conventional form through the procedures for consideration of manuscripts generated by individual scholars or teams of scholars in the field. Authors with ideas for articles in *The Community* should contact *AJO* Co-Editor Gary Melton (gmelton@clemsun.edu) to

determine the suitability of the proposed articles and, if appropriate, to obtain specific guidelines in regard to the style of articles for inclusion in *The Community*.

Whether field-initiated or invited, all manuscripts are subject to peer review. Selection of manuscripts is based on (a) their compatibility with the Association's mission (including significance for policies and practices related to mental health and social justice, including the protection of human rights), (b) their contribution to understanding of related phenomena, (c) their importance for development or refinement of pertinent theory, (d) scientific merit (including the quality of methods and analyses) and/or rigor of philosophical, legal, and/or theological analyses, (e) quality of writing (i.e., clarity, accuracy, and brevity of presentation), and (f) interest, comprehensibility, and usefulness for a multidisciplinary audience of scholars, policymakers, practicing professionals, and graduate and professional students in pertinent disciplines.

Manuscript Submission

With the exception of articles published in *The Community*, *AJO* follows the style prescribed in the *Publication Manual* of the American Psychological Association. Manuscripts should be prepared in double-spaced text. They should be presented in a form suitable for masked review, with identifying information omitted from the title page and obvious indicators of the authors' identity deleted from the narrative.

Do not submit key words for your manuscript. The editors will provide keywords for all manuscripts.

American Journal of Orthopsychiatry prefers to receive all manuscript submissions electronically using Manuscript Central. To submit a manuscript, please follow the instructions below.

Getting Started

1. Launch your web browser (Internet Explorer 5 or higher, Netscape 7 or higher, Firefox 1.0.4 or Safari 1.2.4) and go to the *American Journal of Orthopsychiatry's* Manuscript Central homepage (<http://mc.manuscriptcentral.com/ajo>).
2. Log-in or click the "Create Account" option if you are a first-time user of Manuscript Central.
3. If you are creating a new account.
 - After clicking on "Create Account", enter your name and e-mail information and click "Next". Your e-mail information is very important.
 - Enter your institution and address information as appropriate, and then click "Next."
 - Enter a user ID and password of your choice (we recommend using your e-mail address as your user ID), and then select your area of expertise. Click "Finish".
4. If you have an account but have forgotten your log in details, go to "Password Help" on the *American Journal of Orthopsychiatry's* Manuscript Central homepage and enter your email address. The system will send you an automatic user ID and password reminder.

5. Log-in and select “Author Center.”

Submitting Your Manuscript

6. After you have logged in, click the “Submit a Manuscript” link in the menu bar.
7. Enter data and answer questions as appropriate.
8. Click the “Next” button on each screen to save your work and advance to the next screen.
9. You are required to upload your files.
 - Click on the “Browse” button and locate the file on your computer.
 - Select the designation of each file in the drop down next to the Browse button.
 - When you have selected all files you wish to upload, click the “Upload Files” button.
10. Review your submission (in both PDF and HTML formats) before sending to the Journal. Click the “Submit” button when you are finished reviewing.

You may suspend a submission at any phase before clicking the “Submit” button and save it to submit later. After submission, you will receive a confirmation e-mail. You can also access Manuscript Central any time to check the status of your manuscript. The Journal will inform you by e-mail once a decision has been made.

Getting Help With Your Submission

Each page of the Manuscript Central website has a ‘Get Help Now’ icon connecting directly to the online support system at <http://mcv3support.custhelp.com>. and telephone support is available through the US ScholarOne support office on: 434 817 2040. If you do not have Internet access or cannot submit online, the Editorial Office will help with online submissions. Please contact the Editorial Office, by telephone, [864-250-4626](tel:864-250-4626), or by e-mail, scrout@clemsun.edu.

Editorial Policies

AJO reserves the right to reject any manuscript, to suggest modifications prior to publication, and to edit accepted manuscripts in conformance with Journal style and standards.

The American Orthopsychiatric Association assumes no responsibility for any statements of fact or opinion in the papers printed. Acceptance of advertising in *AJO* does not imply endorsement by the Association of any products or services advertised.

Manuscripts must be submitted exclusively for publication in *AJO*. Under ordinary circumstances, manuscripts that have been published elsewhere or that are under consideration for publication in another journal are not eligible for consideration for inclusion in *AJO*.

Authors must reveal any possible conflicts of interest in the conduct or reporting of research presented in articles in *AJO*. In particular, authors should notify

the editor of any financial interests that one or more of the authors may have in a related test or procedure. Sponsorship of research or ownership of a financial stake in a sponsor's products (e.g., pharmaceuticals) should be revealed in such a manner. If accepted, such possible conflicts of interest should be identified in an author note. Upon acceptance of their manuscript, authors must also complete an agreement for transfer of copyright.

In the cover letter included with manuscript submissions, authors should affirm that their manuscripts and any research reported therein were undertaken in a manner consistent with the Ethical Principles of Psychologists.

Contact Us

Ordinarily, questions about publication in *AJO* should be directed to the principal editorial assistant, Sharon Crout (scrout@clemsun.edu). Ms. Crout will re-direct inquiries to the appropriate editor or assistant.