

PUBLICATIONS IN THE PHILIPPINE JOURNAL OF PSYCHOLOGY ADVICE FROM THE EDITORS

The psychological community in the Philippines has not yet grown so large that communication has become a difficult problem. However, we have noticed that many of our members are not aware of the process by which manuscripts submitted for publication to the Journal are evaluated. This article is therefore written to fill in this gap, thus making it easier for our constituents to find their studies in the pages of the Journal.

The working body of the Journal is composed of four members of the Editorial Board and two Managing Editors. Manuscripts may be addressed to:

The Managing Editor
Philippine Journal of Psychology
Psychology Department
3rd Floor, Faculty Center
University of the Philippines
Diliman, Q.C., Metro-Manila

Upon receipt of the manuscript, the Editors send a letter of acknowledgement to the author. Once every three months, the Journal's working committee meets to plan out an issue. The Managing Editors review before the group articles which have been submitted to them and make recommendations in terms of whether to accept, reject, or shelve the article for future use. Guided by the set of criteria presented later in this article, the working committee examines the papers presented and makes decisions about the manuscripts, either concurring with, or revising the Managing Editors' recommendations. Articles that are coursed through other channels (i.e., having it submitted directly to, or being solicited by, any of the members of the Editorial Board)

are also presented to the group in like manner and are similarly deliberated upon. Any manuscripts that may need more specialized evaluation are sent to the Journal's Consulting Editors. Comments on the manuscripts are made by the Consulting Editors following the same criteria mentioned earlier. These manuscripts, together with the comments of the Consulting Editors, are then reexamined and deliberated upon at the next regular meeting of the Working Committee.

There may be cases wherein the author disagrees with the Editorial Staff's decision. While we understand that this is inevitable, we would also like to underline the Journal's prerogative to make the final decision with regards to the screening and/or choice of articles to be published. Only manuscripts which have been returned with suggestions for re-writing and further improvement will be reconsidered.

Contributors can expect to be informed of the Working Committee's decision with regards to the publication of their article three months after their receipt of the letter of acknowledgement from the Managing Editors.

Unless the Journal is coming out with an issue on special topics or on a specific area of Psychology, manuscripts will be published in their order of acceptance.

There are usually only 70 to 80 pages in each issue of the Journal. Therefore, to allow for maximum use of these pages, and to ensure the submission of manuscripts which are clearly and concisely written, authors are advised to "ruthlessly" edit their manuscripts,

removing unnecessary words, phrases and sentences, before submitting them for possible publication. The Editorial Staff, of course, may be expected to further edit submitted manuscripts, removing, on the average, around 20 to 30 percent of the original article. A manuscript should ideally be 10 short-sized bond papers in length, typewritten in double-space.

In the United States, the APA alone has nine different journals, each journal receiving only articles which are in line with their specialized interests. In the Philippines, we have only the Philippine Journal of Psychology as our outlet for all professional psychological writings. Because of the obvious limitation in the resources of our psychological community, we have decided to open the pages of the Journal to a wider variety of psychological writings. The Journal therefore encourages submission of manuscripts which fall under the following categories:

- Literature Reviews
- Methodological Articles

Empirical Studies

- Papers expressing an idea, a definition, or a concept
- Short Critical Notes written in the scholarly tradition and in good taste
- Rejoinders that lead to solutions of problems
- Case Studies of high quality

As psychologists, we realize that strict and absolute objectivity among the Editorial Staff is difficult to attain. However, we do strive to make our evaluation of manuscripts as fair and as unbiased as is humanly possible. To provide guidelines for the objective evaluation of manuscripts, we have revised Wolff's (1973) suggested scheme, which is currently being used to evaluate manuscripts submitted for publication in APA journals, and have adapted it for our own use. The revised rating form appears below. The Managing Editors, Consulting Editors, and the members of the Editorial Board all use the same criteria in evaluating the appropriateness, quality, and adequacy of the manuscripts.

MANUSCRIPT RATING FORM*

<i>Dimensions</i>	<i>Rating</i>	<i>Comments</i>
I. Presentation Quality	[]	
A. Neat copy, tables, and figures; all in proper format	_____	_____
B. Clear and succinct reporting without redundancy	_____	_____
C. Interesting and readable report	_____	_____

*Revised version of Wolff's suggested criteria for evaluating manuscripts submitted for publication in APA Journals.

<i>Dimensions</i>	<i>Rating</i>	<i>Comments</i>
D. Manuscript length appropriate to effort and informational value	_____	_____ _____ _____
E. Conclusions follow from data in a logical manner	_____	_____ _____
F. Other	_____	_____
II. Psychological Value	[]	
A. Provides archival, probably enduring and lasting contribution to the field on the topic	_____	_____ _____ _____
B. Gives needed topical data, timely, explores new frontier of knowledge	_____	_____ _____ _____
C. Promotes practice, improves applications, refines techniques	_____	_____ _____ _____
D. Outlines areas for follow-up and further research in an area	_____	_____ _____ _____
E. Other	_____	_____
III. Social Importance	[]	
A. Prevents destructive or wasteful endeavors	_____	_____ _____
B. Implies community improvements and alleviations of human suffering	_____	_____ _____ _____
C. Responds to problems of local and national importance	_____	_____ _____ _____
D. Meaningfully and objectively evaluates an existing policy, service or training program	_____	_____ _____ _____
E. Other	_____	_____
IV. Theoretical Significance	[]	
A. Develops theories or	_____	_____

<i>Dimensions</i>	<i>Rating</i>	<i>Comments</i>
models and challenges existing ideas	_____	_____
B. Clarifies, specifies, or tests theory in a crucial fashion	_____	_____
C. Provides meaningful contrast of two or more positions	_____	_____
D. Integrates or summarizes literature well for a theory	_____	_____
E. Other	_____	_____
V. Methodological Competence	[]	
A. Limits of generalizability are defined, gives irrefutable and logical conclusions	_____	_____
B. Analysis leads to greater understanding of topic, minimizes need for expensive replications	_____	_____
C. Maximizes experimental control and reduces random variability	_____	_____
D. Specifies measurement reliability and/or construct validity	_____	_____
E. Discloses error in prior research and clarifies bases for different results	_____	_____
F. Other	_____	_____
VI. Measurement Contribution	[]	
A. Develops ingenious and inexpensive measures of variables	_____	_____
B. Provides or improves mathematical or statistical method for data analysis	_____	_____
C. Advances new technique or standardization	_____	_____

<i>Dimensions</i>	<i>Rating</i>	<i>Comments</i>
D. Provides explicit and representative norms for population under study	_____	_____ _____ _____
E. Provides rigorous revision of standard measurement procedure(s)	_____	_____ _____ _____
F. Other	_____	_____

Decision: Accept _____ Revise _____ Reject _____

Summary Evaluation:

Comments and/or suggestions for improving manuscript (use back of paper if necessary).

We thought it wise for the Editorial Staff to maintain open lines of communication with the Journal's constituents. This article is our first attempt to make this policy a reality. Our readers can thus expect to hear from us every now and then, under the column heading *Some Notes from the Editors*. Our readers are likewise encouraged to similarly get in touch with us by sending in their comments and suggestions via the Managing Editors. Comments which we feel are of importance will be published under the section *Comments to the Editors*.

REFERENCES

American Psychological Association
 1965 Publication in APA Journals: advice from the editors. *American Psychologist*, 20, 711-720.

WOLFF, W. M.
 1973 Publication problems in psychology and an explicit evaluation schema for manuscripts. *American Psychologist*, 28, 257-261.



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