

# Instructions to Authors


German Journal of Work and  
Organizational Psychology

Zeitschrift für Arbeits- und  
Organisationspsychologie A&O

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## 1. Aims and Scope

The journal **German Journal of Work and Organizational Psychology (ZAO)** presents superior/high-quality and innovative research on topics in the area of work science and organizational science. A major focus is on reporting the current trends in the development of methods and instruments in the field of aptitude testing/organizational diagnostics and work analysis and offers diverse solutions to questions raised within industrial psychology. The journal aims to promote scientific collaboration and exchange and provides interesting organizational and intervention concepts. It is an important source of information for psychologists working in companies, administration, and associations as well as for personnel in executive positions.

## 2. Manuscript Submission

All manuscripts and electronic supplementary material (ESM) should be submitted electronically at <http://www.editorialmanager.com/zao>. Please follow the online instructions for submission.

## 3. Manuscripts

The **German Journal of Work and Organizational Psychology (ZAO)** publishes the following types of articles:

- **Original Articles** presenting empirical results in the areas mentioned above, methodological developments, and theoretical articles, with a maximum of 63,000 characters including abstract, text, references, notes, appendices, as well as figures and tables (about 35 manuscript pages); Regarding original research based on survey data, we approve of the shift toward multilevel and/or longitudinal studies. However, cross-sectional studies may also be appropriate in the following circumstances: novelty of the research area or limitation of research access and in the case of evidence that allows for causal inferences. Qualitative methods are also encouraged. It is expected that appropriate generalizations will be offered for qualitative studies, e.g., by situating a case study within existing research or by providing practical implications for a broader audience.
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- **Book Reviews:** with a maximum of 9,000 characters including spaces (about 5 manuscript pages);
- **Recent Literature in Work and Organizational Psychology;**
- **News and Announcements;**
- **Conference Reports:** with a maximum of 6,600 characters including spaces (about 4 manuscript pages);
- **Meeting Calendar.**

Tables and figures reduce the maximum available total number of characters per item as follows:

Pages	Characters
1/1	4,400
3/4	3,300
1/2	2,200
1/4	1,100

The **Electronic Supplementary Material (ESM)** will not be printed and is not included in the word count.

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Include a section headed “Electronic Supplementary Material” at the end of your article before the reference section. List all files in the order in which they are cited in the text. Provide a title for each ESM file along with the file name. Optionally, you may also provide a short description for each file (max. 20 words). Follow the example:

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