

Instructions to Authors

Zeitschrift für Psychologie

Aims and Scope of Zeitschrift für Psychologie

The *Zeitschrift für Psychologie*, originally founded in 1890, is the oldest psychology journal in Europe and the second oldest in the world. Since 2007 it is published in English.

The *Zeitschrift für Psychologie* publishes high-quality research from all branches of empirical psychology that is clearly of international interest and relevance, and does so in four topical issues per year.

Each topical issue is carefully compiled by guest editors. The guest editors and the editorial team are assisted by an experienced international editorial board and external reviewers to ensure that the journal's strict peer-review process is in keeping with its long and honorable tradition of publishing only the best of psychological science. The subjects covered are determined by the editorial team after consultation within the scientific community, thus ensuring topicality.

The *Zeitschrift für Psychologie* thus brings convenient, cutting-edge compilations of the best of modern psychological science, each covering an area of current interest.

***Zeitschrift für Psychologie* publishes the following types of articles**

Each topical issue generally features one broad **Review Article** accompanied by several **Original Articles** from leading researchers, as well as additional shorter contributions such as **Research Spotlights** (presenting details of individual studies or summaries of particularly interesting work in progress), **Horizons** (summarizing important recent or future meetings or outlining future directions of work), **Opinion** pieces that provide a platform for both established and alternative views on aspects of the issue's topic, and **Registered Reports** that invite multistudy submissions common in psychological assessment research.

The maximum lengths of the various article types are listed below. Please note that from the figures given below, allowances have to be deducted for figures and tables depending on their size:

- 5000 characters and spaces / 600 words for a full-page table or figure
- 2500 characters and spaces / 300 words for a half-page table or figure
- 1250 characters and spaces / 150 words for a quarter-page table or figure

Review Articles: maximum length of 60,000 characters and spaces / approx. 8,500 words including everything

Original Articles: maximum length of 50,000 characters and spaces / approx. 7,000 words including everything

Research Spotlights: maximum length of 20,000 characters and spaces / approx. 2,800 words including everything

Horizons: maximum length of 9,000 characters and spaces / approx. 1,200 words including everything

Opinions: maximum length of 9,000 characters and spaces / approx. 1,200 words including everything

Registered Reports are submitted and evaluated in a two-stage process. The Stage-1 manuscript contains the theoretical background, method, and proposed data analysis for a planned but not yet conducted study. If the Stage-1 manuscript receives an in-principle acceptance, the author(s) must preregister it in an independent institutional repository (e.g., <https://osf.io>) before proceeding with data collection and analysis in accordance with the accepted protocol. The Stage-2 manuscript contains the sections from the Stage-1 manuscript with the addition of the results and discussion sections. Stage-2 manuscripts are automatically accepted, irrespective of the directionality of the

results, unless the study has diverged from what was originally proposed. The word limit for Stage-1 manuscripts is 3,500 and for Stage-2 manuscripts it is 4,500, including abstract, text, references, notes, appendices, as well as figures and tables. The contents of Registered Reports should be structured as described in the Preregistration Standards for Psychology – the Psychological Research Preregistration-Quantitative (PRP-QUANT) Template which is publicly available at <http://dx.doi.org/10.23668/psycharchives.4584>.

Stage 1

At Stage 1, the manuscript must contain an *Introduction* section that provides background and the specific hypotheses to be tested. Successful submissions will use established methods to test specific predictions. The Registered Report format is not well-suited to purely exploratory research and is a mechanism for confirming/disconfirming predictions.

- The Stage-1 submission should detail previous related work. Completed pilot studies may be included to demonstrate the effectiveness of the proposed methodology. The Registered Report category welcomes multistudy submissions that are common in psychological assessment research. A Stage-1 manuscript can report methods for a series of planned studies. Authors can also add studies to approved submissions. In such cases the approved Stage-2 manuscript will be accepted for publication, and authors can then propose additional experiments for Stage-1 consideration.
- The Stage-1 submission must contain a *Method* section that provides a detailed description of the proposed research (i.e., enough to allow for direct replication). In case word limits do not allow for a comprehensive description, authors can provide supplementary material in electronic form (i.e., ESM) that helps reviewers scrutinize the study protocol. The research proposal must explicitly justify the targeted number of participants. Often this will be via statistical power analysis. To ensure that the results are informative regardless of outcome (i.e., keeping both Type-I and Type-II error probabilities low), high statistical power or precision will typically be required. *Authors are required to confirm that the proposed research has not been conducted at the time of Stage-1 submission.*
- The Stage-1 submission must contain a *Data Analysis* section within the method section that details the data analysis procedures that will be used. The manuscript must describe the measured variables, the statistical tests and procedures, as well as the anticipated patterns of results. In suicide prevention research there will not always be a dichotomous accept/reject of hypotheses, but criteria by which researchers are formulating conclusions must be stated a priori. Rules for data elimination (e.g., participant exclusion criteria, outlier trimming) must also be specified a priori.
- The Stage-1 submission should also include a predicted timeline for the research: The anticipated dates when ethical approval will be sought (if not already acquired), when the data collection will take place, when data will be analyzed, when the manuscript will be written up, and the anticipated date for the submission of the Stage-2 manuscript.

Stage 2

After a Registered Report submission is accepted at Stage 1, the accepted protocol must be registered by the authors in a recognized repository (either publicly or under embargo until Stage 2) and the research conducted according to the protocol. The Stage-2 revision should contain essentially the same Introduction and Method sections as the Stage-1 submission, plus the new *Results* and *Discussion* sections. It should also include a reference to the Stage-1 manuscript. Additional post-hoc analyses can be included but must be clearly distinguishable from the registered analyses.

- Stage-2 submissions will be evaluated with regard to their adherence to the accepted Stage-1 protocol. Any deviations from the approved protocol must be reported to the handling editor and the journal as soon as the authors become aware of their necessity and must seek editorial approval. Deviations that have not been approved by the handling editor and the journal as compared to the approved protocol will lead to rejection as a Registered Report.
- Stage-2 submissions will be evaluated with regard to whether the conclusions follow from the results. The in-principle acceptance at Stage 1 guarantees the publication of some version of

the manuscript, provided that the study and analyses are conducted as proposed. However, Stage-2 submissions may be subject to one or more rounds of revisions to ensure that the Results and Discussion sections provide adequate detail.

Publication Ethics

Authors are expected to respect publication ethics as outlined in the *Publication Manual of the American Psychological Association* (7th ed.). The journal and its editors adhere to, and expect its authors to adhere to, the Committee on Publication Ethics (COPE) standards (<https://publicationethics.org>). Note also the Ethics and Research Transparency Form that all authors are expected to complete and submit with their manuscript: <https://www.hogrefe.com/us/journal/zeitschrift-fuer-psychologie>

Manuscript Submission

A call for papers is issued for each topical issue. Current calls are available on the journal's website at www.hogrefe.com/eu/journal/zeitschrift-fuer-psychologie. Manuscripts should be submitted as Word or RTF documents by e-mail to the responsible guest editor(s). An article can only be considered for publication in the *Zeitschrift für Psychologie* if it can be assigned to one of the topical issues that have been announced. The journal does not accept general submissions. Names of authors are usually made known to reviewers, although blind reviewing is available on request. Authors who prefer blind reviewing should state this when first submitting their manuscript and should remove all potentially identifying information from the manuscript, replacing names and any indication of the university where a study was conducted by neutral placeholders.

Manuscript Format

Manuscripts should be prepared according to the *Publication Manual of the American Psychological Association* (7th ed.). In particular, statistical and mathematical copy, as well as references and their text citations, should conform to the Publication Manual. In the reference list make sure to provide the DOIs (Digital Object Identifiers) of the cited journal articles. Footnotes in the running text should be avoided.

On the **Title Page** please include: full title, abstract, keywords, name and complete address of the corresponding author and names and affiliations of all authors, acknowledgments, and disclosures. A template for the title page is available on the journal's web page at <http://www.hgf.io/zfp>. We encourage the inclusion of a section headed **Authorship** which outlines the contributions of the individual authors to the paper using relevant CRediT roles, formatted as in the following example with author order as on the article:

Philipp Yang, conceptualization, methodology; Ina Smith, funding acquisition; Sun Cheung, writing – review & editing.

Please refer to <https://casrai.org/credit/> for the contributor roles.

An **Abstract** (maximum length 150 words) should be provided on a separate page for original and review articles. A maximum of 5 keywords should be given after the abstract.

Figures and tables should be numbered using Arabic numerals. The same information should not appear in both a figure and a table. Each table and figure must be cited in the text and should be accompanied by a legend on a separate sheet. Figures must be supplied in a form suitable for reproduction: preferably vector graphics files or high-resolution graphics files (e.g., .jpg or .tiff, 600

dpi). Figures will normally be reproduced in black and white only. While it is possible to reproduce color illustrations, authors are reminded that they will be invoiced for the extra costs involved.

Scientific Nomenclature and Style

Authors should follow the guidelines of the APA Manual regarding style and nomenclature. Authors should avoid using masculine generic forms in their manuscripts. General statements about groups of people should be written in gender-neutral form; when presenting examples, authors may alternate between female and male forms throughout their text.

Language

It is recommended that authors who are not native speakers of English have their papers checked and corrected by a native-speaker colleague before submission. Standard US American spelling and punctuation as given in *Webster's New Collegiate Dictionary* should be followed.

Open Data and Electronic Supplementary Material (ESM)

Authors may submit study data, analysis scripts, and other study materials for manuscripts that involve new data as Electronic Supplementary Materials (ESM). In general, ESM may include relevant items that cannot be reproduced in printed form and may consist of material used to carry out the research (e.g., data sets, participant instructions, audiovisual stimuli, video footage of the experimental setup) or additional items that are not essential for inclusion in the full text but would nevertheless benefit the reader. ESM is not included in the article word count. ESM files will be published online as received from the author(s) without any conversion, testing, or reformatting. They will not be checked for typographical errors or functionality. The responsibility for the content and functionality remains entirely with the author(s). Hogrefe Publishing does not provide technical support for the creation or viewing of the supplementary files. If necessary, authors should seek the assistance of their local IT department. Like the manuscript, ESM should be original and not previously published. If previously published, it must be submitted with the necessary permissions. Note that the ESM files, just like the article itself, are permanent records and may not be altered once they have been published online. Please ensure that any ESM submitted with the article is in compliance with the EU General Data Protection Regulation (GDPR).

Submission

ESM files will be subjected to peer review along with the article itself. The number of ESM files you submit should be no more than 10. The file size should be kept as small as possible, not exceeding 10 MB in total. All file formats are accepted with the exception of executable files (e.g., .exe, .com, or .msi). Commonly used file formats that are accessible by most readers are preferred. Submit the ESM files in a single zip archive separate from the other files that are part of your submission.

Citation in Manuscript

All ESM files must be referred to with in-text citations (as for tables, figures, and appendices) and should be numbered in the order in which they are cited in the text. Follow the example:

For more information, listen to the audio file in Electronic Supplementary Material 1.

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See Tables 1–3 in Electronic Supplementary Material 1.

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:

ESM 1. Audio file (.mp3). (= title and file name)

This audio file contains utterances of the study participants. (= description of file)

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(= description of file)

Make sure that the file names listed here match the names of the submitted files. Please note that only the title and the description will appear in the article; the file name will not. It is for reference purposes only.

Proofs

PDF proofs will be sent to the corresponding author. Changes of content or stylistic changes may only be made in exceptional cases in the proofs. Corrections that exceed 5% of the typesetting costs may be invoiced to the authors.

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