

SCHOLAR CHATTER JOURNAL ARTICLE PUBLICATION FORMATTING REQUIREMENTS

Authors should review the following information and become familiar with the rules and requirements for journal article publication requirements.

1. All submissions should be a maximum of 4,000 words in length, excluding the abstract, references, tables, figures, and appendixes.
2. All papers are published in English.
3. Scholar Chatter follows the Publication Manual of the American Psychological Association (APA) 7th edition.
4. Acceptable formatting includes a Word document with text in black, Times New Roman, 12-point font, single spaced, and in past tense or passive voice—be consistent.
5. Page numbers are optional, but appreciated.
6. Tables and Figures must conform to APA 7th edition requirements and be mentioned in the text prior to setting in the document and labeled properly (Table 1, 2, 3, or Figure 1, 2, 3) in the order mentioned in the article. Any Table or Figure more than one page in length should be referred to as an Appendix and set accordingly in alphabetical order (Appendix A, B, C).

Formatting of the article

1. Title page
 - a. Article titles should be 12 words or less.
 - b. List the full name of all authors of the article.
 - c. Place of work / study (in full) of all authors of the article, and country.
 - d. Position of all authors of the article.
 - e. Scientific degree of all authors of the article.
 - f. Academic rank of all authors of the article.
 - g. Work address of the corresponding author.
 - h. Work telephone of the corresponding author.
 - i. Address for correspondence.
 - j. Contact number.
 - k. E-mail of the corresponding author.
 - l. ORCID of all authors of the article (one can register here: <https://orcid.org/>).
2. Abstract
 - a. The Abstract should be no more than 175 words.
 - b. Remove any citations.
 - c. Write out all terms; no acronyms or abbreviations unless it is the name of a well-known organization or group (IRS, NAACP)
 - d. Below is a simple guide to a short and succinct abstract:
 - i. Findings in this paper reveals/substantiates/supports/summarizes the arguments about [topic]...
 - ii. The purpose of the study/research was to [do what?] because...[problem]
 - iii. Reviewed literature includes varied sources [indicating what?]
 - iv. Through [methodology] I/we] approached the topic to solve [the problem]
 - v. Targeted research included [number of people, organizations, surveys] [where] because...
 - vi. Findings revealed that [or did not support]
 - vii. Results empirically confirms [what] and theoretically substantiates [what]
 - viii. I/We conclude that the results are useful for [what] and future researchers can or should [do what]
 - e. Keywords: List up to five keywords

3. Introduction: Include a succinct overview of the research purpose and problem, a short summary of the topic background, theoretical and practical significance, and to whom the research is important.
4. Literature Review: Substantiate the gap in the literature in a succinct summary of newer, relevant, and topical sources.
5. Methodology: Provide a brief narrative about what [what method—qualitative/quantitative/mixed], when [what year], who [population/organization], why [why this population/sample], where [geographical locale], and how [data collection and analysis processes].
 - a. For statistical processes ONLY list EITHER the alternative or null hypotheses.
 - b. Enough information must be provided so that any reader can verify the results.
 - c. Formulas must be listed sequentially, similar to Tables and Figures (Equation, 1, 2, 3).
6. Findings: Provide a fully structured, clearly stated, report of the results of the research.
7. Discussion, conclusion, recommendations: Offer a summation of the research findings. Logically connect the literature to the findings and offer conclusions and recommendations envisioned for researchers in the future.
8. Acknowledgments: This section is a place to mention people or organizations who assisted with the research (not other authors). Provide specific information about any sources of research funding [this is required] to include organization, fund, type of funding, such as a grant or scholarship.
9. References: A plagiarism check is completed on ALL submissions. Ensure all references are accurately listed, including DOI numbers (if available) and all references have a matching and accurate citation in the body of the article.
10. Appendixes: Tables or Figures that span more than one page must be listed in the appendixes, each new appendix beginning on a new page and labeled correctly, as noted in the text of the paper.
11. If any material is used with permission of another author or researcher, provide proof of permission to use AND reprint the material. If no permission to reprint is specifically stated, the information cannot be included in the article at publication.
12. All manuscripts submitted to Scholar Chatter for publication are subject to a double-blind peer-review process, to ensure the rigor and scholarship expected in published research. Once a manuscript is submitted for publication consideration to drconzelmann@scholarchatter.com two different peer reviewers, holding PhDs, read and analyze the manuscript based on specific elements of scholarship, writing, topical interest, formatting, and rigor. Peer reviewers have four choices: approve with no changes, approve with minor changes, approve with major changes, refer to Editor-in-Chief for review.
13. Points evaluated in the peer-review process:
 - Check for the proper formatting: APA 7th edition
 - The analysis is clearly detailed and easy to read
 - Has newer references and supporting information

- Findings clearly delineate the new information and its importance to the scholarly community
- Citations match references and newer references are used
- Theories, concepts, and conclusions are fully supported by relevant data, hypotheses, arguments, and explanations are clear.
- Details about the methodology are clear and accurate so that another researcher can fully understand or replicate the research
- Design, hypotheses, statistics, and analysis align and are accurate