Style and Format for Articles in Pastoral Psychology

# Format

As a general rule, everything should be double-spaced, Times New Roman, 12-point font, including all text, footnotes, and block quotes. Use one space, not two, after punctuation at the ends of sentences. Do not paginate your article; this will be done during the typesetting/design process. Do not add running heads. The suggested maximum page length is 25 pages; please contact Lewis Rambo if your manuscript is longer. [[1]](#footnote-1)

## Title and author information

On the first page, give the title of the article and your name. Use an author footnote to provide the reader with your institutional affiliation, address, and contact information (see example with this article). Note that this format is different from the format for author footnotes specified in the APA Publication Manual. If your article has multiple authors, specify which author is the primary contact and list contact information only for that author (you may designate more than one contact). Do not list authors’ academic degrees. Any acknowledgments should be placed just before the reference list, as is done in this article.

## Abstract

You must provide an abstract of your article. The APA Publication Manual provides helpful guidance as to how to compose a concise and comprehensive abstract in section 2.04. It also recommends that the abstract be 150 to 250 words. The abstract should be in regular roman type, with the bolded heading Abstract. The text of the abstract should immediately follow the heading, without a line break. See above for an example.

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Tabel 1. Dit is een bijschrift

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Table 2. For each group of age, marital-status and work-situation, the number of church attenders that were approached for pastoral care and the percentage within each group is indicated.

Figure 1. The pastoral care and support evaluation construct plotted for each church.

1. This is a footnote [↑](#footnote-ref-1)