

# AUTHOR GUIDELINES

## Journal of Humanistic Counseling

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## 1. Submission and Peer Review Process

**Once the submission materials have been prepared in accordance with the Author Guidelines, manuscripts should be submitted online at <https://mc.manuscriptcentral.com/humanistic>**

Full instructions and support are available on the ScholarOne submission site, and a user ID and password can be created on the first visit. Technical support can be obtained by phone (888-503-1050) or via the red Get Help Now link in the upper right-hand corner of the log-in screen.

This journal does not charge submission fees.

For article-specific questions and feedback, please contact:

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### Article and Free Format Submission

In addition to the usual structured submission, *The Journal of Humanistic Counseling* also offers [Free Format submission](#) for a simplified and streamlined submission process.

Before you submit, you will need:

- The title page of the manuscript, including:
  - A brief informative title containing the major key words. The title should not contain abbreviations (see [Wiley's best practice SEO tips](#)).
  - Coauthor details: full name, institutional affiliation where the work was conducted, with a footnote for each author's present address if different, and email address. (*Why is this important? We need to keep all coauthors informed of the outcome of the peer review process.*)
- An ORCID ID: This is freely available at <https://orcid.org>. (*Why is this important? Your article, if accepted and published, will be attached to your ORCID profile. Institutions and funders are increasingly requiring authors to have ORCID IDs.*) This journal encourages ORCID. Please refer to [Wiley's resources on ORCID](#).
- Abstract: The abstract should not exceed 150 words and should express the central idea of the manuscript.
- Keywords: Five keywords that convey the main topics and best promote search optimization of your work.
- Acknowledgments
- Statements relating to our ethics and integrity policies, which may include any of the following (*Why are these important? We need to uphold rigorous ethical standards for the research we consider for publication.*):
  - data availability statement
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  - Main text: All required sections should be contained in your main text file, including abstract, keywords, introduction, method, results, discussion, limitations and future directions, and conclusion.
  - References: References should be prepared according to the *Publication Manual of the American Psychological Association* (7th ed.).

In-text citations should follow the author-date method (e.g., Jones, 2020). A complete reference list should be presented alphabetically by last name at the end of the article. Verify that all citations in the text are listed in the reference section, and vice versa, and that the spelling of author names and years are consistent. A DOI should be provided for all references where available.

- Figures: Each figure must be complete with title, and all abbreviations must be defined in the figure note. Figures should be uploaded in the highest resolution possible (e.g., at least 150–300 dpi). Include definitions of all symbols used in the figure and explain all units of measurement. Figures can be uploaded as separate files.
- Tables: Each table must be complete with title, and all abbreviations must be defined in the table note. Footnotes should consist of letters (in alphabetical order as a, b, c, etc.), and *p* values should be presented as asterisks in the table and explained in the table note.
- Supplementary information should be submitted in separate files.

If the text, figures, or tables are difficult for you to read, they will also be difficult for the Editors and reviewers, and the Editorial Office will send it back to you for revision. Your manuscript may also be sent back to you for revision if the quality of English language is poor.

**Important: Articles are peer reviewed under a double-blind policy. Please anonymize your manuscript and supply a separate title page file.** Upon acceptance, you will be asked to submit a fully nonblinded, final version of your article.

To submit, login at <https://mc.manuscriptcentral.com/humanistic> and create a new submission. Follow the submission steps as required and submit the manuscript.

***The Journal of Humanistic Counseling (JOHC)*** explores humanistic counseling practices and experiential-developmental counseling processes, broadly conceived. The aim of the journal is to disseminate contemporary humanistic scholarship and research that support practitioner growth, training program development, and the vital promotion of inclusivity and diversity across worldviews. Articles should emphasize ways in which humanistic, existential, and phenomenological perspectives inform counseling practice, theory, and outcomes. Since humanism is traditionally associated with philosophical inquiry, *JOHC* welcomes submissions on theoretical, conceptual, and philosophical issues in counseling. *JOHC* is also committed to practitioner growth and welcomes case study submissions that speak to the professional experience of counselors in the field.

Manuscripts typically fall into one of the following categories, although other kinds of submissions may be appropriate for JOHC readers:

- **Theoretical and Conceptual.** These manuscripts emphasize new theoretical ideas, innovative models, or means of integrating theoretical, conceptual, or experiential humanistic perspectives in unique ways. Intensive explorations of well-established theoretical concepts or methods are also welcome but should be refined in scope, granular in detail, and focused in presentation.
- **Practice.** These manuscripts emphasize humanistic clinical and training practices. Clinical practice manuscripts often provide detailed examinations of counseling strategies, interventions, interpersonal processes, and/or experiential methods. Humanistic training practice manuscripts provide detailed reviews of pedagogical or supervision strategies, interventions, interpersonal processes, and/or hermeneutic/constructivist/critical methods in training or curriculum development. Authors should include implications for future research efforts.
- **Research.** Qualitative, quantitative, and mixed methods studies are published in *JOHC*. In these manuscripts, the review of the literature provides the context and need for the study, logically leading to the purpose and research questions. The methodology includes a full description of the participants, variables and instruments used to measure them, data analyses, and results. Authors are expected to discuss the clinical significance of the results. The Discussion section includes implications for counseling practice, public policy (when appropriate), limitations of the study, future research, and conclusions.
- **Case Study.** *JOHC* encourages humanistic practitioners to submit *case studies* on unique counseling experiences or methods and *micro-phenomenology reports* (which would also fall under this section heading) on lived experiences of phenomena relevant to practice. Submissions should include reasonable use of citations, although not to the extent required in other submission categories. Most are 20 pages or less.
  - **Case study** manuscripts include: brief description of the clinical approach; author reflexivity statement(s); brief yet reasonably detailed explanation of case(s); transcribed session excerpts; discussion; and case summary.
  - **Micro-phenomenology report** manuscripts include: description of the phenomena; brief explanation of interview protocols; report with transcribed excerpts from interview(s); discussion; and case summary.
- **Position Papers.** Position papers (or critiques) should present a well-argued stance on a humanistic counseling topic of interest, formatted with an introduction, arguments, and a conclusion. These critiques are formal, objective responses to previously published position papers, often highlighting an alternative outlook or perspective. Position papers and critiques should be written in a collegial manner that invites open and constructive dialogue across the field. Most are 20 pages or less.

*The Journal of Humanistic Counseling* uses U.S. spelling.

Do not use footnotes or endnotes in the article; incorporate any such material into the text.

For special issue suggestions, please contact the Journal Editor.

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This journal uses iThenticate's CrossCheck software to detect instances of overlapping and similar text in submitted manuscripts. Read [Wiley's Top 10 Publishing Ethics Tips for Authors](#) and [Wiley's Publication Ethics Guidelines](#).

## **2. After Acceptance**

### **First Look**

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## **Appendix**

### **Embedded Rich Media**

This journal has the option for authors to embed rich media (e.g., video, audio) within their final article. These files should be submitted with the manuscript files online, using either the "Embedded Video" or "Embedded Audio" file designation. If the video/audio includes dialogue, a transcript should be included as a separate file. **The combined**



**manuscript files, including video, audio, tables, figures, and text, must not exceed 350 MB.** For full guidance on accepted file types and resolution, please see [here](#).

Ensure each file is numbered (e.g., Video 1, Video 2). Titles for the rich media files should be placed at the end of the article.

The content of the video should not display overt product advertising. Educational presentations are encouraged.

Any narration should be in English, if possible. A typed transcript of any speech within the video/audio should be provided. An English translation of any non-English speech should be provided in the transcript.

All embedded rich media will be subject to peer review. Editors reserve the right to request edits to rich media files as a condition of acceptance. Contributors are asked to be succinct, and the Editors reserve the right to require shorter video/audio duration. The video/audio should be high quality (both in content and visibility/audibility). The video/audio should make a specific point; particularly, it should demonstrate the features described in the text of the manuscript.

Participant Consent: It is the responsibility of the corresponding author to seek informed consent from any identifiable participant in the rich media files. Masking a participant's eyes or excluding the head and shoulders is not sufficient. Please ensure that a consent form (<https://authorservices.wiley.com/author-resources/Journal-Authors/licensing/licensing-info-faqs.html>) is provided for each participant.