

# Instructions for Authors

## Articles, Current Research, Letters to the Editor

Authors may test the appropriateness of their manuscripts for *JAPA* by sending webabstracts (see examples at <http://www.informaworld.com/japa> and directions under the section on manuscript preparation below) to the editor by email. Also submit completed manuscripts as electronic files attached to email.

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The *Journal of the American Planning Association* publishes research and analysis useful to planners, policymakers, scholars, students, and citizens of urban, suburban, and rural areas. It aspires to bring insight to planning the future, to air a variety of perspectives, to publish only the highest quality research, and to engage readers. *JAPA* prefers vivid and direct writing in the active voice over an abstract or circuitous style, and particularly seeks timely papers that offer significant research news.

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- advance the methods used in planning practice and planning research;
- explain empirical relationships important to planning;
- interpret noteworthy physical, economic, and social phenomena that have spatial dimensions; or
- analyze significant consequences of planning approaches, processes, and contexts.

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Submit the manuscript as an electronic file attached to an email message to the editor, formatted as follows:

**Digital files:** Send only MS Word for PC files formatted to eliminate any special coding such as that created by reference citation software. When submitting a paper for review, do not send multiple files, but include tables and figures in the manuscript file.

**Type and spacing:** Use 12-point Times New Roman type. Double space all copy except for tables and figures. Left justify the main text and indent first lines of paragraphs rather than spacing between them.

**Cover sheet:** Place the title, authors' full names, and email and mailing addresses for the corresponding author on the cover sheet.

**Abstract/Webabstract:** On the page following the cover sheet, provide the following in no more than 450 words, using examples from recent issues at [www.informaworld.com/japa](http://www.informaworld.com/japa) and including all of the following elements: problem the paper addresses (2 sentences), purpose of the research (3–5 sentences), methods employed (2 sentences), results and conclusions (3–5 sentences), takeaway for practice (2–3 sentences), keywords (approximately 5), sources of support for the research (or say "none"), and information about the authors (full names, email addresses, AICP status, and 1 or 2 sentences about each author).

**Tables and figures:** In the text, indicate the appropriate location of each table and figure on a separate line, after the paragraph where it first appears. Use the form: [Figure 1 about here]. Place tables in numerical order at the end of the paper, followed by figures, with each table and figure on a separate page, each with complete title and notes. Do not embed tables in the text, and supply only tables that can be edited in MSWord or Excel. Aim to keep the overall size of the manuscript file under 2 MB. Only when the manuscript is formally accepted send separate high-resolution digital files for each figure. If the use of color artwork is desired, inquire of the managing editor at the time of acceptance how to contact the publisher for print and online color costs.

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**Citations and references:** Format all citations and corresponding entries in the list of references according to the *Publication Manual of the American Psychological Association, Sixth Edition* (American Psychological Association, 2009), except include both volume and issue number for all periodicals. If citing information from the Web with a URL instead of a DOI, include the date it was retrieved.

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