

## **GUIDELINES FOR CONTRIBUTORS**

### **FOCUS AND SCOPE**

Kinesiology – International Journal of Fundamental and Applied Kinesiology (print ISSN 1331- 1441, on-line ISSN 1848-638X) publishes twice a year scientific papers and other written material from kinesiology (a scientific discipline which investigates the art and science of human movement; in the meaning and scope close to the idiom “sport sciences”) and other adjacent human sciences focused on sport and exercise, primarily from anthropology (biological and cultural alike), medicine, sociology, psychology, natural sciences and mathematics applied to sport in its broadest sense, history, and others. Contributions of high scientific interest, including also results of theoretical analyses and their practical application in physical education, sport, physical recreation and kinesitherapy, are accepted for publication. The following sections define the scope of the journal: Sport and sports activities, Physical education, Recreation/leisure, Kinesiological anthropology, Training methods, Biology of sport and exercise, Sports medicine and physiology of sport, Biomechanics, History of sport and Book reviews with news.

The journal Kinesiology generally accepts original scientific papers, review articles, but takes into consideration meta-analyses, case studies, brief reports, narrative reviews, commentaries and letters to editors.

### **PEER REVIEW PROCESS**

The editorial policy of the Journal pursues the multi-disciplinary aims and nature of kinesiology. This means that the main goal is to promote high standards of scientific research study and scholarship with regard to various human oriented scientific fields that cover the art and science of human movement, exercise and sport from most variable aspects. The research issues include a paramount variety of human responses (or changes from intracellular level to the level of social phenomena) to exercise and sport training programmes, research in motor learning and training, issues of selection, teaching/ learning and mastering of motor skills, performance analysis (quantitative and qualitative alike) and prediction, performance modification and many others relevant to the scientific study of human movement, sport and exercise.

Submissions to the journal will initially be evaluated by the Editorial Board. The topic of the manuscript must be appropriate for the scope of the journal. Manuscripts considered for publication must contain relevant and up-to-date data on theoretical or experimental research or on practical applications in the field of kinesiology. Accordingly, references should not be older than a decade at the maximum. Exceptions are acceptable in cases of a few really fundamental references or in relation to the nature of the scientific field or branch in question and to the topic of the contribution. Providing quotations and references of relevant literature is crucial for the acceptance of the manuscript. If these criteria are met, the submission will undergo a double-blind review process by at least two acknowledged and independent reviews, with the review process taking up to 24 weeks. If these two reviews contradict each other or present opposite opinions, the Editorial Board will consult the third reviewer or in case of strong disagreement even the fourth or the fifth party. The Editorial Board is not obliged to publish papers in the chronological sequence of their receipt or in the sequence in which they have been accepted for publication. This is not due to favoring certain authors but because of the review process itself: some papers need more corrections and improvements and therefore it takes more time to be published.

### **OPEN ACCESS POLICY**

This journal provides immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge.

### **EDITORIAL POLICY**

Editors make publication decisions based on the following: the appropriateness of the manuscript for the scope of the journal, general merit of the manuscript, relevant data, editing issues and format, and adherence to reference guidelines. If necessary, Editorial Board is involved in investigations regarding any legal and ethical issues and communicates with the author(s) in case of: plagiarism complaints, multiple, duplicate, concurrent publication/simultaneous publication, misappropriation of research results, research standards violations, undisclosed conflict of interest, allegations of research errors. If these issues are not to be resolved, the Editorial Board will refuse to publish such manuscripts. When investigating research misconduct, Editorial Board will provide maximum safeguards for informants, who must act in good faith, and for

subjects of allegations, who will be given an opportunity to respond to allegations and reasonable access to the data and other evidence supporting the allegations.

Editorial Board also deals with suspected salami publications. The final decision on acceptable similarity is with the Editorial Board and will depend on the amount and relevance of the duplicated data. Before making the decision, Editorial Board will contact the author(s). When there is a minor redundancy, and the author(s) gives a satisfactory and honest explanation then the editor can consider publishing a correction article. Corrections must have proper references and all overlaps with the already published data must be clearly mentioned. If the amount of overlap is considered significant and the author(s) does not give a satisfactory explanation, Editorial Board may publish a statement of redundant publication or even retract the article.

Editorial board communicates with peer reviews and in accordance with them decides on the category of the manuscript.

Editorial board secures fair play and confidentiality.

Editorial Board informs peer reviewers of their decision regarding manuscripts. It also informs reviewers of the comments made by other reviewers of the same manuscript.

Editorial Board makes a list of reviewers based on their promptness, objectivity and working in a timely manner. They contribute to the high quality of the journal and can expect to be thanked for the time they take to review manuscripts.

### **Conflict of Interest, Research Misconduct, Human rights, Informed Consent**

Our editorial policy strongly encourages research integrity, respect of human rights, respect of personal data and generally, we support ethics in both research conduct and scientific communication.

Undeclared financial conflicts may seriously undermine the credibility of the journal, the authors and the science itself. The most obvious conflicts of interest are financial relationships such as: employment, stock ownership, grants, patents. Conflicts can also exist as a result of personal relationships, academic competition, and intellectual passion. All authors are requested to disclose any actual or potential conflict of interest including any financial, personal or other relationships with other people or organizations that could inappropriately influence or be perceived to influence, their work.

Research misconduct according to NIH policies and procedures for promoting scientific integrity and to American Psychological Association, among others, is defined as:

- Fabrication (making up data or results)
- Falsification (manipulating research materials, equipment, or processes or changing or omitting data or results such that the research is not accurately represented in the research record).
- Plagiarism (appropriating another person's ideas, processes, results, or words without giving appropriate credit).

Ethics is given the highest priority so all activities in conducting research must comply with ethical principles and relevant national, EU and international legislation, for example, the Charter of Fundamental Rights of the European Union and the European Convention on Human Rights. The most common ethical issue usually include: the protection of children, patients and other vulnerable populations, privacy and data protection. We encourage the publishing of research results of a study in which all research participants have signed informed consent and have been given full information on the possible effects of research intervention.

When reporting research involving human data, authors should indicate whether the procedures followed have been assessed by the responsible review committee (institutional and national), or if no formal ethics committee is available, were in accordance with the Helsinki Declaration as revised in 2013.

Editorial policy relies on guidelines of the Committee on publication Ethics regarding redundant publication, which is also considered scientific misconduct.

### **AUTHOR GUIDELINES**

In preparing manuscripts for publication in *Kinesiology*, the authors should strictly adhere to the guidelines based on the Publication Manual of the American Psychological Association, 6th ed. The manuscripts that have been submitted in accordance with these instructions, and providing they are of interest to the journal, will enter the reviewing procedure. Any manuscript should not ordinarily exceed 25 pages including the abstract, references, and all tables and illustrations. Discursive treatment of the subject matter is discouraged.

## **Accompanying document**

Authors are obliged to fill in accompanying document that covers authorship, research integrity issues and copyright issues. The document can be found journal website and must be uploaded with the manuscript.

## **Usage of third-party material**

Authors are expected to obtain the necessary written permission to include material owned and held in copyright by a third party, including – but not limited to – any proprietary text, illustration, table, or other material, including data, audio, video, film stills, screenshots, musical notation, and any supplemental material. Reproduction of short extracts of text and some other types of material may be permitted on a *limited basis* given that full attribution is given, and the quotation is reproduced accurately. When content is held in the public domain i.e. is not copyrighted, proper attribution is still required.

## **Manuscript**

The journal Kinesiology generally accepts original scientific papers, review articles, but takes into consideration meta-analyses, case studies, brief reports, narrative reviews, commentaries and letters to editors.

The original scientific paper must be an original contribution to the subject treated and divided into the following sections: Introduction, Methods, Results, Discussion and conclusions. The review article should discuss a topic of current interest and have the latest data in the literature. It should outline knowledge of the subject and analyse various opinions regarding the problem. As a rule, these articles are commissioned, but any initiative from any competent author is welcome.

**Please, use font Times New Roman, 12-point font size, double space.**

### ***Title page***

The title page of the manuscript should contain the following information: a concise, but informative title; the full first and family names of the author(s) (do not include degrees); the last author is introduced by “and”; the affiliation of the authors (affiliated institutions and their locations); the name and address of the corresponding author (must include title, degree and position of the corresponding author, phone and fax numbers – zip code for the country and city, and email address). The title of the article must be short and clear, abbreviations are discouraged. The abstract should be informative and self-explanatory without reference to the text of the manuscript. It should include essential results that support the conclusions of the work. Three to six key words, not used in the title, should also be provided. Authors are advised not to use abbreviations in the abstract. The abstract should contain between 100-250 words.

### ***Text of the paper***

The text must comprise of:

#### ***Introduction***

This describes the present state of knowledge of the subject and the aim of the research.

#### ***Methods***

This section identifies methodologies, equipment and procedures with sufficient details to allow other researchers to reproduce the results; specifies well-known methods including statistical procedures; mentions and provides a brief description of the published methods which are not yet well known; describes new or modified methods at length; justifies their use and evaluates their limits. Units of measurement, symbols and abbreviations must conform to international standards. Measurements of length, height, weight and volume should be given in metric units (metre, kilogram, litre) or their decimal multiples.

#### ***Results***

The results should be reported as tables and graphs, possibly processed statistically and concisely presented in the text.

**Discussion and conclusions** (do NOT separate discussion and conclusions)

The authors are expected here to comment on the results and compare them with literature data. The discussion must be rigorous and correspond to experimental data. Practical implications are welcome.

**References**

The journal uses the APA reference system (**Publication Manual of the American Psychological Association, 6<sup>th</sup> ed.**). The list of references may contain only the authors cited in the text. Authors are obliged to include DOIs in their reference lists, if possible.

**Reference citations in text**

The study should be documented throughout the text by citing the author(s) and date (within parentheses) of the works used in the research, i.e. "... The recent comparison (Hughes, 2001) showed...", or "... Hughes (2001) compared...".

When there are two authors, always cite both names every time the reference occurs in the text. In the text, the surnames should be joined by "and" (Vuleta, Milanović and Jukić (2004) reported...), whereas within parentheses the sign "&" should be used. The same is valid for three and more authors (up to six). Three, four, or five authors should be cited the first time the reference appears in the text; in subsequent referencing, cite only the family name of the first author followed by "et al." – 1st time (Vuleta, Milanović, & Jukić, 2004); 2nd time: (Vuleta, et al., 2004). Six and more authors should always be cited like: the surname of the first author followed by "; et al.". Be sure when shortening two or more references of the same primary author, to keep enough information to distinguish these citations (by citing as many of the subsequent authors as necessary).

**Reference list**

Alphabetical order of references in the list should be followed. References should be complete and contain all the authors (up to and six) that have been listed in the title of the original publication. Titles of references written in languages other than English should be additionally translated into the English language and enclosed within square brackets. Full titles of journals are required (not their abbreviations). The author of the article is responsible for the accuracy of data and references.

The style of referencing should follow the examples below:

**Books**

Arnold, P.J. (1979). *Meaning in movement and sport and physical education*. London: Heinemann. Bartoluci, M. (2003). *Ekonomika i menedžment sporta* (2<sup>nd</sup> ed.). [Economics and management of sport. In Croatian.] Zagreb: Informator, Kineziološki fakultet Sveučilišta u Zagrebu.

**Journals**

Sallis, J.F., & McKenzie, T.L. (1991). Physical education's role in public health. *Research Quarterly for Exercise and Sport*, 62(2), 124–137. Trstenjak, D., & Žugić, Z. (1999). Sport as a form of social involvement – the case of tennis. *Kinesiology*, 31(2), 50–61.

**Chapters in books**

Sparkes, A.C. (1997). Reflections on the socially constructed self. In K. Fox (Ed.), *The physical self: From motivation to well-being* (pp. 83–110). Champaign, IL: Human Kinetics.

Rossi, T., & Cassidy, T. (in press). Teachers' knowledge and knowledgeable teachers in physical education. In C. Hardy & M. Mawer (Eds.), *Learning and teaching in physical education*. London: Falmer Press

**Chapters in published books of conference proceedings**

Siedentop, D. (1998). New times in (and for) physical education. In R. Feingold, R. Rees, G. Barrette, S. Fiorentino, S. Virgilio & E. Kowalski (Eds.), *AIESEP Proceedings, "Education for Life" World Congress* (pp. 210–212). New York: Adelphi University.

Kasović, M., Medved, V., & Vučetić, V. (2002). Testing of take-off capacities in the lower extremities of top football players. In D. Milanović & F. Prot (Eds.), *Proceedings Book of 3rd International Scientific Conference "Kinesiology – New Perspectives"* (pp. 677–680). Zagreb: Faculty of Kinesiology, University of Zagreb.

### **Electronic resources (computer software, computer and information services, on-line sites)**

U.S. Department of Education. (1997). *Title IX: 25 years of progress* /on-line/. Retrieved April 15, 1999 from: [www.ed.gov/pubs/TitleIX/title.html](http://www.ed.gov/pubs/TitleIX/title.html)

Yi Xiao, D. (2000). Experiencing the library in a panorama virtual reality environment. *Library Hi Tech*, 18, 2, 177–184. Retrieved July 30, 2001 from: <http://isacco.anbar.com/vl=666630/cl=8/nw=1/rpsv/cw/mcb/07378831/v18n2/s9/p177.html>

### **Nonprinted media (Abstract on CD-ROM)**

Meyer, A.S., & Bock, K. (1992). The tip-of-the-tongue phenomenon: Blocking or partial activation? /CDROM/. *Memory & Cognition*, 20, 715–726. Abstract from: SilverPlatter File: PsycLIT Item: 80-16351.

### **Theses**

Marelić, N. (1998). *Kineziološka analiza karakteristika ekipne igre odbojkaša juniora*. [Kinesiological analysis of the junior volleyball team play characteristics. In Croatian.] (Unpublished doctoral dissertation, University of Zagreb) Zagreb: Fakultet za fizičku kulturu Sveučilišta u Zagrebu.

Horvatin-Fučkar, M. (2002). *Povezanost ritma i uspjeha u sportskoj i ritmičkoj gimnastici*. [Relationship between rhythm and success in artistic gymnastics and rhythmic gymnastics. In Croatian.] (Unpublished Master's thesis, University of Zagreb) Zagreb: Kineziološki fakultet Sveučilišta u Zagrebu.

Manuscripts that do not meet the requirements set in the Guidelines will be immediately returned to the authors for corrections. During the revision of the manuscript, the Editor will contact the first author or the one that is in charge of correspondence.

### **Tables and figures**

Tables and figures should be placed at the end of the manuscript, in one document. The position of tables and figures in the text should be indicated with the words "Insert Table 1 here".

Tables should be numbered in the order in which they occur in the text and referred to as "Table 1", for example. Each table should be accompanied by a short title. Figures (e.g. Figure 1), include photographs (either as camera-ready glossy prints or digital photographs of at least 300 dpi – format .tiff or .jpeg; orientation – top and bottom – should be denoted on the reverse side), drawings, graphs, diagrams, X-ray examinations (should be submitted as photocopies). Figures should be prepared in any vector software and open for editing (do not send illustrations in picture format, please). Each figure must have a caption. The pictures and drawings that are not originals should contain the name of the book or journal reference.

### **Reviews of books**

Reviews of books are usually written at the invitation of the Editorial Board of Kinesiology. The Editorial Board generally defines the length of the review. The author of a review should answer the following questions: should the book have been published, is this book better or worse than other similar ones, if these do exist, and who this book can be useful for. Elements of the review should follow this logical order – asking questions, analysis of the arguments "for" and "against" and answers to the questions.

### **Style and language**

The Editorial Board accepts manuscripts written in English only. The language of Kinesiology is either American English or British English. Manuscripts may be rejected if written in poor English. The author is fully responsible for the style (formal, unbiased in any sense), language, and content of the paper. Yet, the Editorial Board has the right to comment on the form and language of the paper before it is accepted for publication. A good, standard command of grammar is expected in written English. Please, avoid non-standard abbreviations.

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