

School Psychology Quarterly[®]
Manuscript Submission Checklist

All submissions, including the cover letter, should conform to American Psychological Association standards (*Publication Manual of the American Psychological Association, Sixth Edition*: <http://www.apastyle.org/manual/>), with careful consideration of the APA Journal Article Reporting Standards (JARS) (<http://www.apastyle.org/manual/related/JARS-MARS.pdf>).

In preparing the manuscript, I have attended to the Instructions to Authors on the *School Psychology Quarterly (SPQ)* website (www.apa.org/pubs/journals/spq); thus, I have addressed each of the items below:

- This manuscript has been prepared consistent with the *APA Publication Manual* (6th edition).
- I have followed instructions to adequately conceal the identity of all authors to ensure masked review.
- I have included a structured abstract consistent with the guidelines included in the “Instructions to Authors.”
- In describing the results of any statistical analyses, I have reported effect sizes and related confidence intervals where appropriate and relevant.

I have attended to the relevant reporting standards for this manuscript (choose 1)

- If this manuscript describes a nonrandomized design, I have followed relevant Journal Article Reporting Standards (JARS) guidelines.
 - If this manuscript describes a randomized clinical trial (RCT), I have followed all of the relevant Journal Article Reporting Standards (JARS) guidelines, including submission of a participant flow diagram.
 - If this manuscript describes a meta-analysis, I have followed Meta-Analysis Reporting Standards (MARS) guidelines.
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In the cover letter, I have addressed each of the items below:

(Consistent with the APA standards regarding the Cover Letter—see section 8.03, pp. 230-232 of the APA Publication Manual, Sixth Edition—please be certain to include each of the items in the 7-point checklist below in the cover letter. If not applicable, then state that fact rather than leaving the issue unaddressed.)

- I identified specific details about the manuscript (title, total word count, number of Tables and Figures) (*a compelling justification must be included for manuscripts exceeding 6,000 words*).
- I provided the names and contact information of all authors. Inclusion of such information indicates that each of these individuals has agreed to be an author.*

- I confirmed that all co-authors (in multi-authored contributions) have reviewed and approved the final version of the manuscript that I am submitting, and have agreed to the listing-order for authors.*
- I confirmed that the manuscript will not be submitted elsewhere during the *SPQ* review process.
- I provided information about any closely related manuscript(s) that have been submitted or published simultaneously or previously for consideration by another journal by the author(s) (e.g., including references of all publications containing any of the data or sample reported in this manuscript).
- I declared information about any interests or activities, or similar circumstances that could be interpreted as conflicts-of-interest for any of the co-authors (e.g., financial interests, ownership/authorship of tests used, etc.).
- I specified that the corresponding author is affirming these details on behalf of all authors (e.g., including conflicts, duplicate submission, etc.).*
- I have read and I confirm that the contents of the manuscript (including the treatment of participants) are consistent with the *APA Ethical Principles of Psychologists and Code of Conduct*, pertaining to Research and Publication (APA Standard 8): <http://www.apa.org/ethics/code/index.aspx>
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*** Note: For accepted manuscripts, additional forms will be required from all authors, as outlined in the Instructions for Authors (<http://www.apa.org/pubs/authors/instructions.aspx>).**