

JOURNAL OF FAMILY & CONSUMER SCIENCES
Author Guidelines Checklist

Your manuscript...	Yes?
<i>topic</i> is relevant and timely	
<i>topic</i> is appropriate for <i>JFCS</i> (of interest to <i>JFCS</i> readers)	
makes meaningful contributions for the profession and is thought provoking	
presents new knowledge and/or new ways of thinking about and/or applying research/strategy/practice to everyday issues	
is well written : sentence structure, composition, grammar, and punctuation correct—consistent with latest APA style	
<i>title</i> is clear, concise and informative; consistent with article content	
<i>abstract</i> reflects contents and major contributions of the paper; is not duplicated in the paper	
<i>introduction</i> states relevance/significance, purpose ; shows how relates to FCS	
<i>use of existing literature</i> is concise and presents accurate summary of current state of knowledge	
<i>theoretical</i> and/or <i>conceptual</i> framework, <i>typology</i> or <i>taxonomy</i> are clearly explained and used to frame the paper	
<i>conclusions</i> are justifiable and logical, address purpose of paper that are stated in the introduction	
<i>implications/recommendations/applications</i> flow from the rest of the paper and relate to FCS ; are realistic and achievable	
<i>references</i> are current (older sources OK if justifiable) and format follows APA in text citations and in the list. All references are cited in text; all citations are listed in Reference List	
<i>tables, figures and/or appendices</i> are well designed and clearly presented, referred to in the text, and necessary to enhance understanding of the text (try to limit to one or two total, but more are allowable if necessary)	
<i>cover letter</i> includes article title, category, focus, relevance to <i>JFCS</i> (including the issue themes, if applicable), with a statement on human subject review/approval (if applicable) and other appropriate elements; corresponding author is identified with a complete address, telephone numbers (work, home, and cellular), fax number, and e-mail address. Title page includes all authors full names plus degrees (e.g., PhD, EdD, not “Dr.”). (<i>JFCS</i> does not use bachelor’s or master’s degrees.) Include all elements in one file (including cover letter) and email that file to dbass@aafcs.org .	
<i>Author Verification Form-Research</i> is included if your manuscript reports a research study (gathers data)—see website for form.	

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