

Instructions for Article Submissions to PPG Industry Publication *BARKS from the Guild*

I. The Review Process

PPG is committed to providing authors with:

- Limited directions (when necessary) for revising an article.
- A decision to either accept or reject an article as early as possible in the review process.

The editor's decision on whether or not to accept an article for publication or whether said article requires further attention by the author is final.

Articles submitted for publication consideration in *BARKS* are judged on the basis of their potential contribution to the advancement of the science and/or practice of dog training, dog behavior consulting or pet care. In order for an article to be published in *BARKS* it must, at the minimum, meet the following criteria:

- Focus on a substantive issue in the domain of force-free applied behavior analysis, mechanical skills or pet care protocols
- Be educational and based on the author's professional experience or observations
- Demonstrate conceptual rigor
- Provide evidence of methodological rigor, if an empirical piece

Submission Guidelines

Articles must be submitted electronically via our website and the *BARKS* submission form or emailed directly to the editor at barkseditor@petprofessionalguild.com.

Article length should be reasonable for the contribution offered. Typical *BARKS* features run from 1,000 – 1,800 words. Prior to submitting their works to *BARKS* for review, authors are strongly urged to solicit informal feedback on earlier drafts of their article from colleagues and to contact *BARKS* editor for guidelines on editorial deadlines and word counts.

Please provide the following during the submission process:

- article headline
- one line introduction to the article (standfirst)
- each author's name
- one paragraph bio for each author (include name, credentials, where studied, where work(ed), link to website, any other relevant personal information) which the editor reserves the right to edit.
- e-mail address

If your submission has been reviewed elsewhere before being sent to *BARKS*, please provide us a history of the article. We do not hold it against an article that it has been rejected elsewhere as long as it has sought to improve upon previously rejected versions by taking into account comments from previous reviews.

All material submitting to *BARKS* must be original and not previously published anywhere else.

Copyright

As part of the submission process it is given that you sign a copyright form assigning the copyright to *BARKS* (this assignment becomes void if we do not publish the paper). This certifies that the paper has not been published elsewhere and is not under review at any other publication. If the rights to the paper have been assigned to another publication you cannot legally assign the copyright to *BARKS*. When you submit an article, PPG gains the first serial rights to publish the article and the right to archive it in the back issue database and the PPG Archive. After the piece runs, you are free to use it wherever/however you see fit provided you include a link to the original article and cite it correctly. The editor can help you with the exact link if you are unsure. If an article is not considered suitable for *BARKS*, PPG reserves the right to publish it on its PPG World Service blog or any other platform it deems appropriate.

Formatting Guidelines

Please submit articles as Word documents ONLY. We do not accept articles in pdf form or text in the body of an email unless on a case by case basis, usually for technical reasons.

References

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text. Please do not use footnotes or endnotes as a substitute for a reference list.

Please cite correctly and make sure any text taken from other sources is quoted as such, and referenced at the end. PPG uses APA style for referencing.

You can find precise details on how to format in-text citation and reference list citation here:

<http://library.concordia.ca/help/citing/apa.php>

Reference list entries should be alphabetized by the last names of the first author of each work. If you are unsure, contact the editor for assistance. You may also wish to use an online citation website, such as

<http://www.citationmachine.net>.

Pictures

Authors are encouraged to submit relevant photos/graphics with their articles. All images must be high resolution in jpg or png format, and a minimum of 300KB in size. Please send images as separate attachments by email.

To contact the *BARKS* editorial office for any other queries, please contact Susan Nilson: barkseditor@petprofessionalguild.com.