GOALS OF THE JOURNAL AND INFORMATION FOR AUTHORS

Information About the *Coaching Review* Quarterly

*Coaching Review* is a Polish scientific and academic quarterly published by the Coaching Center of the Kozminski University.

Our Mission
Creating space for sharing knowledge and experiences and making the idea of coaching and mentoring more available to people in order to facilitate discovery, development and full actualization of the human potential.

Goals of the Journal

- Introducing cooperation with respect to research among scientific circles and creating of a forum for dialog between scientists and those actively working in the field,
- Serving the process of professionalizing the coaching and mentoring professions and creating theoretical foundation for coaching and mentoring practice,
- Popularizing ethical standards and verifying and sharing best practices in the field of coaching and mentoring.

Published Manuscripts
We do invite you to send scientific manuscripts, including:

- Articles presenting coaching and mentoring issues from various research and theoretical perspectives,
- Case studies from coaching and mentoring implementations,
- Reports from scientific research in the field of coaching and mentoring,
- Descriptions of techniques and tools used in coaching and mentoring,
- Reviews of Polish and foreign books and articles on coaching and mentoring.

Each journal issue has a specific theme that influences the type of articles it contains. The next three issues will focus on:

- Areas for coaching application 2/2010 (June)
- Approaches and models used in coaching 3/2010 (September)
- Interdisciplinary scientific basis for coaching 4/2010 (December)

Please visit our magazine website for the entire list of the themes for all magazine issues and a list and abstracts of all the heretofore published articles.

Instructions for Submitting Manuscripts

Please send manuscripts to gorynska@alk.edu.pl email address. All received texts will be evaluated by two independent anonymous referees.

Articles may not be shorter than 11 and longer than 22 standard pages (A4 format, print Times New Roman, size 12, interval 1.5; margins 2.5). Reviews should not be longer than 5 pages. Manuscripts should be in the Word format, the diagrams in the Excel format. Tables, drawings, illustrations should be clearly described and attached as separate files; please mark their exact location in the text. If the manuscript contains photographs it is advisable to send their originals.

Authors are responsible for obtaining all necessary permissions for publishing materials that are copyrighted by third parties.

Please do not send materials that have been already published either in part or in whole and do not send materials that have been submitted to other journals, magazines or publishers for evaluation.

The authors of the published articles will receive three copies of the quarterly free of charge.

Text Layout

All articles should contain information about the author: first name, last name, title, institution and position, coaching certificates (not required), e-mail address, mailing address.

Articles should contain the following elements (in the given order):

1. Title – in Polish and English.
2. Abstracts – in Polish and English, presenting main theses of the article (no longer than 600 characters including spaces each).
3. Key words (up to 5) – in Polish and English.
4. Introduction, subtitles, conclusions.
5. Footnotes/endnotes.

Bibliography, Citations, Footnotes, Endnotes

The bibliography should contain only resources referenced to in the body of the article. It should be given in alphabetical order in the following format:

Books
Smith, J. (year) Book title. Place of Publication: Publisher.

Anthologies
Smith, J. (ed.) (year) Book title. Place of Publication: Publisher.
Chapter in an Edited Book
Smith, J. (year) Chapter title. in: Johnson, A. (ed.) Book title. Place of Publication: Publisher, pp. ... – ....

Scientific Journal Article
Smith, J. (year) Article Title. Magazine Title, Magazine Date, pp. ... – ....

Newspaper A
Smith, J. (year) Article Title. Newspsaper Title, Day or Month of Publication, p. ....

Report

Doctoral Thesis (unpublished)
Smith, J. (year) Doctoral Thesis Title. Unpublished doctorate, Faculty and the Name of the University.

Online Book

Online Journal

References in the Article Body: (Author, Year of Publishing), e.g. (Smith 2008)
Citations in the Article Body: (Author, Year of Publishing: Page Number), e.g. (Smith 2005: 35).

If manuscripts contain author’s notes please make them brief and few and list them before the bibliography.

Corrections

If the need arises to make corrections or abridgements the manuscript will be returned to the author who is to introduce the required changes within the time specified by the editorial staff. The editorial staff reserves the right to make copy editing and editorial abridgement or other alterations as necessary.