



## Author Guidelines – Quantitative Research

### How to submit your paper online:

1. Registered authors must login to submit a paper
  - [REGISTER HERE](#) if you do not have a username and password
  - [LOGIN HERE](#) if you have already registered with Health SA Gesondheid.
2. Select Author
3. Click on **CLICK HERE TO FOLLOW THE FIVE STEPS TO SUBMIT YOUR MANUSCRIPT**
4. Follow the five steps to submit your paper
5. To view a video on how to submit a paper online [CLICK HERE](#)
6. To visit the instructions to authors [CLICK HERE](#)

### Review policy and timelines

1. Immediate notification if submitted successfully
2. Notification within 3 weeks if not accepted for further review
3. Notification within 3 months if accepted for publication, if revisions are required or if rejected by both reviewers.
4. Publication within 6 months after submission.

### Aims, scope and review policy

Health SA Gesondheid is an interdisciplinary research journal in which only select articles of the highest scientific standard with human health as the main theme are published. The journal also aims to facilitate the gathering and critical testing of insights and viewpoints on knowledge from different disciplines involved in health service delivery. Articles on research work or review articles with the same theme shall also be considered for publication. Papers are peer reviewed to ensure that the contents are understandable, valid, important, interesting and enjoyed. All manuscripts must be submitted online. All articles in Health SA Gesondheid will undergo a double-blinded peer review.

### The following contributions are accepted (word counts exclude abstracts, tables and references):

1. Original research (Between 3500 – 7000 words)
2. Book Reviews (Between 700-900 words)

Please see the journal's [section policies](#) for further details.

### Manuscript Specifications:

**Font Type:** Times New Roman  
**Font Size:** 12  
**Line Spacing:** 1.5  
**Page Margins:** Bottom & Top = 2.5cm  
Left & Right = 2 cm

### Length of Manuscript:

About 25 pages text only (maximum), excluding tables, figures and the list of references.

### Manuscript Guidelines

**Title:** Informative but concise, In small capital letters, centered and in bold, font size 14, eg.: Names of questionnaires, countries, and or authors start with capital letters.

- Author:** Name(s), include full first name, e.g. Gert P. Roux, not G.P. Roux. Include the name of the department and the University of each author. The e-mail address, postal and phone number of the corresponding author should be included.
- Abstract:** Not more than 200 words, and should state concisely the scope of the work and the principal findings:
- the objective of the study
  - the population size, sampling strategy, sample size and response rate
  - main statistical procedures used for analyzing the data
  - most significant results of the study.
- Opsomming:** Always include an Afrikaans abstract of the article, please follow the same format and structure as indicate within the heading 'abstract'.
- Key words:** Use five [5] words not already included in the title, separated by a semi-colon.
- Synopsis:** Afrikaans articles (or articles in any other official SA language) must also have a synopsis of the article of between 500-600 words in English (the entire synopsis appears in italics).

We also ask that you upload a brief biographical note (entered into the 'Bio statement' box during the submission process). This note will appear online in our 'About the Author' section should your article be published with us.

### Manuscript Contents

The manuscript contains five sections, namely the introduction, research design, results, discussion and the references. All these first-level headings (except 'introduction') appear in bold capital letters and are centered.

### **INTRODUCTION:**

The introductory section normally contains the following seven elements; headings are indicated in [brackets]:

- (1) [**Key focus of the study**] A thought-provoking introductory statement on the broad theme or topic of the research (why should I even bother to read further?);
- (2) [**Background to the study**] Providing the background or the context to the study (explaining the role of other relevant key variables in this study);
- (3) [**Trends from the research literature**] Cite the most important published studies previously conducted on this topic or that has any relevance to this study (provide a high-level synopsis of the research literature on this topic);
- (4) [**Research Objectives**] Indicate the most important controversies, gaps and inconsistencies in the literature that will be addressed by this study;
- (5) In view of the above (in 4) state the core research problem and specific research objectives that will be addressed in this study;
- (6) [**The potential value-add of the study**] Explanation of the study's academic (theoretical & methodological) or practical merit and/or importance (provide the value-add and/or rationale for the study); and
- (7) [**What will follow**] Provide the reader with an outline of what to expect in the rest of the article.

#### **Tips on Introduction Section:**

The first-level heading, **INTRODUCTION**, is **not** used. However, second-level headings may be used in this introductory section. These subheadings are flush with the margin, and are typed in lower case; bold starting with a capital letter.

If lists of bullet points are presented, they should be in the following format:

- *Longevity*. How long individuals live.
- *Prognosis*. How well an individual responds to challenges of disease or trauma.
- *Mental health*. General level of mental functioning

Avoid using lists that contain more than 10 bullet points.

### Synthesis and Critical evaluation of the literature – Still apart of Introduction

A synthesis and critical evaluation of the literature (not a compilation of citations and references) should at least include or address the following aspects:

- (1) Conceptual (theoretical) definitions of all key concepts;
- (2) A critical review and summary of the themes emerging from previous research findings (constructs, research participants, research designs, objectives, etc.) on the topic;
- (3) Including a review of existing approaches towards the measurement of relevant constructs; and

- (4) A clearly defined link should be established between formulated hypotheses and objectives. The stated objectives follow directly on the section where the literature was reported.

## **RESEARCH DESIGN**

The first-level heading **RESEARCH DESIGN** is typed in capital letters, centered and in bold. Only **two** second-level headings follow on the research design and they appear in lower case, bold and are flush with the margin.

### **Research approach**

A brief description of the research approach followed in the study should be included. It should for instance state that the study follows the quantitative tradition and further explain whether it is a cross-sectional field survey, an experiment or a factorial design and why this design was chosen. Furthermore, it should explain what type of data (primary or secondary) was used and which approach (e.g. correlational) was followed in the data analyses. This section is not similar to the description of the research procedure.

### **Research methods**

Normally, at least the following four third-level headings are used to explain the research method followed in the study, namely research participants; measuring instruments; research procedure; and statistical analyses. Third-level headings are flush against the margin, are in italics and not bold.

#### *Research population & sampling*

A description of the target population, sampling frame and the sampling procedure are provided here. The obtained sample size and response rate are reported. This section normally provides a summary table and a discussion of the research participants in terms of their biographical details such as age, gender, home language, highest academic qualification, etc.

#### *Research measuring instrument(s)*

This section describes the measuring instrument(s) used in the study or the way in which constructs were operationalised. Fourth-level headings are in italics, underlined, and end with a full-stop. These types of headings are directly followed (in the same line) by a sentence. Besides clearly referencing the origin of the scale this section should also clearly explain the basic scale design, the number of dimensions covered by the scale, exemplary examples of items (not the ones used in the scale) in each dimension as well as an example of the response rating scale. It should also be indicated which items are reverse scored or reflected and how total scores are calculated. This section should also report on the reliability and validity of the scale (as reported in other studies) as well as the rationale for using this scale in the study.

#### *Research procedure*

This section sets out the procedure used for the collection of the data for the study, specific reference to the validity and reliability of the method. Specific attention should be given to the clarity of the research procedure for possible replication purposes.

#### *Data collection & Statistical analysis*

Normally, only a brief mentioning of the statistical procedures employed in the analyses of the data is provided. See the opposite example. In the event of unusual or new statistical techniques a brief description of each is then also provided under this heading. The description of familiar statistical procedures is otherwise incorporated into the presentation of the results.

## **RESULTS**

The next first-level heading is **RESULTS**, which appears in capital letters, in bold and is centered.

The results section can be divided broadly into two sections:

- Firstly, an overview of the descriptive statistics of each scale (if space permits), as well as the reliability statistics for each scale is provided.
- Secondly, an overview of the inferential statistics according to all stated hypotheses is provided.

Keep the following guidelines in mind when presenting the results of your study:

- present your results as concisely as possible;
- use tables and figures selectively, by not cluttering the article with tables and figures;
- cross-references to relevant tables or figures should precede the mentioned table or figure;
- interpret the contents of a table or a figure for the reader;
- follow established conventions when reporting statistical data; and
- report the statistical hypotheses (both the null and the alternative hypotheses) when reporting the results.

Tables and Figures are each presented on a separate page after the section **REFERENCES** and appear in the same numerical order as they appear in the text. The positions of tables or figures are indicated in the text in the following way: <include Table 1 about here>

Therefore, no tables or figures appear in the text of an article, but are each displayed on a separate page for the typesetter to see as a whole. If the sizes of the table or figure are too large it can be uploaded as supplementary files in Step 4 of the submission process. It is essential that all tables and figures are clearly labelled.

## **DISCUSSION**

The next heading is **DISCUSSION**, which appears in capital letters, in bold and centred.

This section normally contains the following eight elements:

- restate the main objective of the study;
- reaffirm the importance of the study by restating its main contributions;
- summarise the results in relation to each stated research objective or research hypothesis;
- link the findings back to the literature and to the results reported by other researchers;
- provide explanations for unexpected results;
- provide the conclusion and recommendations (implications for practice);
- point out the possible limitations of the study; and
- provide suggestions for future research.

Second and third-level headings may be used.

## **REFERENCES**

References begin on a separate page. References cited in the text should all be included in the list at the end of the paper. Full references at the end of the paper, arranged alphabetically by surname, chronologically within each name, with suffixes a, b, c, etc. to the year for more than one per year by the same author. Note that the second and subsequent lines are indented.

This journal makes use of the Harvard reference style.

### **Submissions and correspondence**

All submissions must be made online at [www.hsag.co.za](http://www.hsag.co.za) and correspondence regarding manuscripts should be addressed to:

The Editor, Health SA Gesondheid. E-mail: [editor@hsag.co.za](mailto:editor@hsag.co.za)

**Note:** Ensure that the article ID [reference] number is included in the subject of your email correspondence.

### **Electronic submissions by post**

Authors with no e-mail or internet connection can mail their submissions on a CD to: HSAG, Postnet Suite #55, Private Bag X22, Tygervalley, Cape Town, South Africa.

All manuscripts will be processed online. Submissions by post or by e-mail must be accompanied by a signed copy of the following indemnity and copyright form. [CLICK HERE](#) to download and save it to your computer. Please include a signed copy with your submission.