
Appendix



APPENDIX A: AFRICAN JOURNAL FOR PHYSICAL, HEALTH EDUCATION, RECREATION AND DANCE (AJPHERD)

AUTHOR GUIDELINES

The African Journal for Physical, Health Education, Recreation and Dance (AJPHERD) publishes research papers that contribute to knowledge and develop theory either as new information, reviews, confirmation of previous findings, application of new teaching/coaching techniques and research notes. All manuscripts should be sent to the Editor-In-Chief. These must represent original works, which have not been submitted or published elsewhere. Authors are normally advised about the decision on their manuscripts within 60 days. Authors are, however, reminded to return revised edition soonest. The African Journal for Physical, Health Education, Recreation and Dance (AJPHERD) is a peer-reviewed journal established to:

- provide a forum for physical educators, health educators, specialists in human movement studies and dance, as well as other sport-related professionals in Africa, the opportunity to report their research findings based on African settings and experiences, and also to exchange ideas among themselves.
- afford the professionals and other interested individuals in these disciplines the opportunity to learn more about the practice of the disciplines in different parts of the continent.
- create an awareness in the rest of the world about the professional practice in the disciplines in Africa.

GENERAL POLICY

AJPHERD publishes research papers that contribute to knowledge and practice, and also develops theory either as new information, reviews, confirmation of previous findings, application of new teaching/coaching techniques and research notes. Letters to the editor relating to the materials previously published in AJPHERD could be submitted within 3 months after

publication of the article in question. Such letter will be referred to the corresponding author and both the letter and response will be published concurrently in a subsequent issue of the journal.

Manuscripts are considered for publication in AJPHERD based on the understanding that they have not been published or submitted for publication in any other journal. In submitting papers for publication, corresponding authors should make such declarations. Where part of a paper has been published or presented at congresses, seminars or symposia, reference to that publication should be made in acknowledgement section of the manuscript.

AJPHERD is published quarterly, i.e. in March, June, September and December. Supplements/Special editions are also published periodically.

SUBMISSION OF MANUSCRIPT

Three copies of original manuscript and all correspondence should be addressed to the Editor-In-Chief:

Proffessor L.O. Amusa
Centre for Biokinetics, Recreation
And Sport Science, University of Venda for Email: amusalbw@yahoo.com
Science and Technology, P. Bag X5050,
Thohoyandou 0950
Republic of South Africa

Tel: +27 15 962 8076
Fax: +27 15 962 8647

Articles can also be submitted electronically, i.e. via e-mail attachment. However, the corresponding author should ensure that such articles are virus free. AJPHERD reviewing process normally takes 4-6 weeks and authors will be advised about the decision on submitted manuscripts within 60 days. In order to ensure anonymity during the reviewing process authors are requested to avoid self-referencing or keep it to the barest minimum.

PREPARATION OF MANUSCRIPT

Manuscripts should be type written in fluent English (using 12-point Times New Roman font and 1,5 line spacing) on one side of white A4-sized paper justified fully with 3cm margin on all sides. In preparing manuscripts, MS-Word, Office 98 or Office 2000 for Windows should be

used. Length of manuscripts should not normally exceed 12 printed pages (including tables, figures, references, etc). For articles exceeding 12 typed pages US\$ 10.0 is charged per every extra page. Longer manuscripts may be accepted for publication as supplements or special research reviews. Authors will be requested to pay a publication charge of US\$ 150.0 to defray the very high cost of publication.

Title page:

The title page of the manuscript should contain the following information:

Concise and informative title.

Author(s') name(s) with first and middle initials. Authors' highest qualifications and main area of research specialisation should be provided.

Author(s') institutional addresses, including telephone and fax numbers.

Corresponding author's contact details, including e-mail address.

A short running title of not more than 6 words.

Abstract

An abstract of 200-250 words is required with up to a maximum of 5 words provided below the abstract. Abstract must be typed on a separate page using single line spacing, with the purpose of the study, methods, major results and conclusions concisely presented. Abbreviations should either be defined or excluded.

Text

Text should carry the following designated headings: Introduction, materials and methods, results, discussion, acknowledgement, references and appendices (if appropriate).

Introduction

The introduction should start on a new page and in addition to comprehensively giving the background of the study should clearly state the problem and purpose of the study. Authors

should cite relevant references to support the basis of the study. A concise but informative and critical literature review is required.

Materials and Methods

This section should provide sufficient and relevant information regarding study participants, instrumentation, research design, and validity and reliability estimates, data collection procedures, statistical methods and data analysis techniques used. Qualitative research techniques are also acceptable.

Results

Findings should be presented precisely and clearly. Tables and figures must be presented separately or at the end of the manuscript and their appropriate location in the text indicated. The results section should not contain materials that are appropriate for presentation under the discussion section. Formulas, units and quantities should be expressed in the system international (SI) units. Colour printing of figures and tables is expensive and could be done upon request authors' expense.

Discussion

The discussion section should reflect only important aspects of the study and its major conclusions. Information presented in the results section should not be repeat under the discussion. Relevant references should be cited in order to justify the findings of the study. Overall, the discussion should be critical and tactfully written.

References

The American Psychological Association (APA) format should be used for referencing. Only references cited in the text should be alphabetically listed in the reference section at the end of the article. References should not be numbered either in the text or in the reference list.

Examples of book references:

Book references should specify the surname and initials of author(s), year of publication of the book, title, edition, page numbers written in brackets, city where book was published and name

of publishers. Chapter references should include the name(s) of the editor and other specific information provided in the third example below.

PROOFREADING

Manuscript accepted for publication may be returned to the author(s) for final correction and proofreading. Corrected proofs should be returned to the Editor-In-Chief within one week of receipt. Minor editorial corrections are handled by AJPHERD.

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NORTH-WEST UNIVERSITY, POTCHEFSTROOM CAMPUS.
INSTITUTE FOR SPORT SCIENCE AND DEVELOPMENT.
HOCKEY PROJECT 2008: SPORT PSYCHOLOGICAL SKILLS.
INFORMED CONSENT FROM.

I, _____ hereby declare that the person taking the test, Maryke Eloff has informed me:

- On the nature of the testing
- On the purpose thereof
- That the data will be dealt with confidentially. No individual results will be made public to any party other than myself.
- That I will receive a report on my individual testing as well as a brief summary of the project's results.
- That I have the right to refuse participating in the project.

I further give consent that the results may be used for the following purposes:

Please mark each of the applicable responses with an X		
1	Compiling of an individual report	
2	Compiling a report on the results of the whole group, with anonymity guaranteed.	
3	For research purposes (anonymity guaranteed)	

Signed in Potchefstroom,

On this the _____ day of _____ 2008

Player's signature

Person taking the test



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Institute for Sport Science and Development
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**NORTH-WEST UNIVERSITY, POTCHEFSTROOM CAMPUS.
INSTITUTE FOR SPORT SCIENCE AND DEVELOPMENT.
HOCKEY PROJECT 2008: SPORT PSYCHOLOGICAL SKILLS.
PLAYER QUESTIONNAIRE.**

Section A: Demographic information

1	Record number (for office use)							
2	Name:							
	Surname:							
3	Birth date:	19	y	y	m	m	d	d
4	Current age:	Years						
		Months						
5	Race (for statistical purposes)	Asian					1	
		Black					2	
		Coloured					3	
		White					4	
6	Which University team are you representing during this tournament?							
	Postal Address							
	Postal Code							
	Contact Details	Telephone (home)						
		Cell phone						
		E-mail						

Section B: Hockey playing History				
7	For how many years have you been playing hockey?			yrs
	Indicate your previous and current representative levels of hockey and in which year(s) you participated at each level			
	Team you represented	Mark with an X	Year(s)	
8	University 1 st team			
9	University 2 nd team			
10	u/21 Provincial			
11	u/21 National			
12	Senior Provincial			
13	Senior National			
14	Indicate your playing position during this tournament as well as your favourite position(s) in preferred order (i.e. 1, 2, 3).	Positions	Current (X)	Preferred (1,2,3)
-		Goalkeeper		
17		Forward		
		Midfield		
		Back		
Section C: Sport Psychology Background				
18	Have you ever visited a sport psychologist?	Yes		
		No		
19	How many sessions did you have with the sport psychologist?			
20	Have you ever been part of a team who was exposed to a Sport Psychological Skills Development Program?	Yes		
		No		
21	If so, how often were these programmes implemented?	Once of		
		Weekly		
		Monthly		
		6-monthly		
		Yearly		
		No fixed pattern		

Section C: Sport Psychology Background			
22	In your opinion, how important are the Development of Sport Psychological Skills in order to achieve optimal performances in Hockey?	Very important	5
		Important	4
		Neutral	3
		It can help, but it is not important	2
		It is a waste of time	1
23	To what extent are you able to prepare yourself psychologically for competitions?	Very good	5
		Good	4
		Average	3
		Below average	2
		Poor	1
24	To what extent do you have a need for Sport Psychological Skill Development Programmes in order to enhance your Hockey performance?	I have a great need	5
		I have a need	4
		Uncertain	3
		No need	2
		Definitely no need	1
25	What specific aspects of Sport Psychological Skills Training would you like to be addressed by your coaches and Hockey South Africa?		
26	Complete the following sentence: In order to achieve better and more consistent results, psychologically I need to be...		

Ottawa Mental Skills Assessment Tool (OMSAT-3)							
<p>Read each statement and then indicate your level of agreement with each of the statements. There are no correct or incorrect answers so please give an immediate and honest response. Think of the most recent performances in your sport, whether in training or competition, while responding to the questions. Please mark your level of agreement with an X.</p>							
	Strongly disagree	Disagree	Somewhat disagree	Don't agree / Don't disagree	Somewhat agree	Agree	Strongly agree
1) I set daily training goals.							
2) I believe I can succeed in my chosen activity in spite of any obstacles I encounter.							
3) I found it easy to relax.							
4) There are number of things in my sport that are potentially dangerous and make me afraid.							
5) I can increase my energy level when I am tired in training.							
6) I experience performance because I am too nervous.							
7) I am determined to never give up in my sport.							
8) I lose my focus during important competitions.							
9) I find it easy to create mental images.							
10) I set difficult but achievable goals.							
11) I plan a regular set of things to do before a competition.							
12) I act confidently even in difficult sport situations.							
13) I mentally practice my sport on a daily basis.							
14) My body tightens unnecessarily in competitions							
15) I lose my focus during daily training							
16) I find it difficult to train because of the fear in my sport.							
17) I am committed to becoming an outstanding competitor.							

	Strongly disagree	Disagree	Somewhat disagree	Don't agree / Don't disagree	Somewhat agree	Agree	Strongly agree
18) I find it easy to change images in my mind.							
19) I can consciously decrease the tension in my muscles.							
20) I can increase my energy level when I am too relaxed in competition.							
21) I mentally practice my sport with maximum performance in mind.							
22) Mistakes often lead to other mistakes when I compete.							
23) I set goals to improve daily aspects of my performance.							
24) I am afraid to lose.							
25) I plan a regular set of things to think about before a competition.							
26) I have clear mental images.							
27) I find it hard to regain control of myself after getting upset during a performance.							
28) I believe I have the personal capacity to achieve my goals.							
29) I find it easy to relax quickly.							
30) I am willing to sacrifice most other things to excel in my sport.							
31) I find it difficult to concentrate in certain training situations.							
32) I find that big crowds get me nervous in competitions.							
33) I can feel movements in my imagery.							
34) I find it hard to get an unexpected event off my mind during competition.							
35) My mental practice is planned.							
36) I perform better in practice than in competition.							

	Strongly disagree	Disagree	Somewhat disagree	Don't agree / Don't disagree	Somewhat agree	Agree	Strongly agree
37) I can easily activate myself up to an optimal level where my performance is at its best.							
38) I have difficulty remaining focused throughout an entire competition.							
39) I feel more committed to improve in my sport than to anything else in my life.							
40) I plan a regular set of things to do during a competition.							
41) My goals push me to work harder.							
42) I can relax effectively during critical moments in a competition.							
43) I find it hard to gain control of things to reduce my fears in training.							
44) I dwell upon mistakes during competition.							
45) I mentally practice for critical situations in competition.							
46) I can easily activate myself before a competition if I am down							
47) I have a plan that includes certain cue words I say to myself in competition.							
48) I am confident in most aspects of my performance.							

Psychological Skills Inventory (PSI)

In order for you to get some use from this questionnaire it is important that you respond to the statements as honestly as possible. Information provided by you is confidential and will not be available to any other person other than yourself and the sport psychologist.

- This questionnaire consists of a number of statements about the experience of competitive sport.
- Read each statement carefully then indicate how it applies to you when you compete in important competitions.
- There are no correct or incorrect answers. All you are required to do is to consider each statement in terms of your own sporting experience.

1. I can persevere at my sport, even when I am very tired.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
2. I set goals for my sport.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
3. Before I compete in important competitions I worry about not performing well.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
4. If I lose confidence during a competition I know how to recover it.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
5. I use fixed routines of rituals before competitions.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
6. I set aside specific times to practice my sport in my imagination (visualization/ imagery).
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
7. If the odds are against winning, I am still able to produce my best effort.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
8. On a daily or weekly basis I set very specific goals for myself that guide what I do.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
9. I worry about making mistakes in important competitions.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
10. I feel threatened by important competitions.
0 Never 1 Rarely 2 Sometimes 3 Often 4 Always
11. During a competition I continue to concentrate well even after making a mistake.

0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
12. I can clearly visualize my future sport performance in my imagination.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
13. If I get behind in a competition, I feel that winning is impossible.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
14. I set realistic, but challenging goals for my sport.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
15. The more important the competition, the more enjoyable it is for me.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
16. Before important competitions I am confident that I can handle the pressure.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
17. I have trouble concentrating during important competitions.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
18. I find it difficult to visualize clear mental pictures of my sport in my imagination.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
19. I am able to bounce back quickly after a disappointing performance.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
20. I write down my goals for my sport.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
21. I enjoy the challenges of important competitions.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
22. I experience thoughts of failure during important competitions.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
23. When unexpected things happen during important competitions it disrupts my concentration.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
24. I visualize my sport in my imagination during practice sessions.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
25. I strive for better performances.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
26. I monitor the progress towards my goals.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always

- | | | | | |
|---|----------|-------------|---------|----------|
| 27. I can control my nervousness before important competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 28. Before important competitions I am confident that I can meet the challenges. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 29. My concentration lets me down during important competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 30. I visualize my sport in my imagination during competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 31. I am good at motivating myself. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 32. I set specific goals for each practice session. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 33. I can handle the unexpected stress during important competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 34. I have doubts about my ability in sport. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 35. My thoughts interfere with my performance during important competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 36. I visualize my sport in my imagination just before going into important competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 37. I am motivated to excel in my sport. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 38. I set specific goals for every competition. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 39. I worry about failing in important competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 40. My confidence tends to drop as an important competition draws nearer. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 41. I can effectively block out negative thoughts during important competitions. | | | | |
| 0 Never | 1 Rarely | 2 Sometimes | 3 Often | 4 Always |
| 42. I visualize dealing with setbacks and coping with difficult situations in my sport. | | | | |

	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
43. I look forward to important competitions.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
44. My specific goals are structured to lead me to my eventual long-term goals.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
45. I know how to make myself relax in difficult situations.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
46. When I begin to perform poorly, my confidence drops quickly.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
47. Negative remarks by other people (such as spectators or opponents) upset me during important competitions.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
48. I use visualization in the period just before the beginning of a competition.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
49. I am a tough competitor.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
50. My goals all have deadlines attached to them.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
51. When I make a mistake during important competitions I become nervous.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
52. Before an important competition I am concerned that I may not do as well as I could.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
53. I can quickly refocus my concentration after becoming distracted during important competitions.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
54. When I mentally practice my performance, I try to imagine what it will feel like in my muscles.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
55. I am enthusiastic at practice sessions.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
56. I, myself, set goals for my sport.					
	0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
57. I am concerned that others will be disappointed with my performance in important competitions.					

0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
58. Before important competitions I am confident that I will perform well.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
59. When a competition is not going well, my concentration is easily distracted.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
60. I can clearly visualize my previous sport performances in my imagination.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
61. I enjoy training with others.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
62. I worry about the rest of the team to such an extent that it affects my performance.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
63. I have enough time to function efficiently in all areas of my life (sport, studies, work, social life, etc.).				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always
64. My family and friends support me in my sport.				
0 Never	1 Rarely	2 Sometimes	3 Often	4 Always