

# Instructions for authors

## Education and Society Journal

The Education and Society Journal publishes and disseminates articles resulting from empirical research (quantitative, qualitative or mixed), systematic reviews of scientific literature, theoretical essays and literature reviews in the fields of education and social sciences.

### Conditions of publication

As part of the submission process, authors are required to check that their submission meets all of the elements shown below. Submissions that do not meet the guidelines will be returned.

1. The articles are unpublished and original work which have not been previously submitted to another journal or published in other print or digital media. If any study presents or includes information from a previous publication, the authors should clearly indicate in the "Title Template" the differences between the already published article and the new manuscript submitted for review.

2. The Education and Society Journal is published every six months, in August and December. It also accepts studies in Spanish, English and Portuguese.

3. To submit an article to Education and Society, authors must prepare three documents, one corresponds to the Affidavit of Authorship and Authorization for Publication, and the other two to the templates for the title and manuscript. These templates are available on the web page in the "For Authors" section.

4. Articles will have a maximum length of 25 pages and reviews will have a maximum length of 2 pages.

5. The title page should contain the following parameters.

- Title in Spanish and English (20 words maximum).

- Name, surname, academic degree and university where it was obtained, position and affiliation, e-mail address ORCID link.

- After the author's name, there are the Author's Notes. This section is used when the article includes partially published data or when there is a conflict of interest between the authors. This section can also include acknowledgements and financial support.

6. Body of the manuscript: It should be completely anonymized and free of any data that might indicate the identity of the authors, as well as any reference to acknowledgements and financing of the study. It should include the following parameters:

- Title in Spanish and English (20 words maximum).

- Abstract of up to 100 words in Spanish and English.
  - Between 3 and 5 key words, located below the abstract, both in Spanish and English.
  - If the study requires it, a maximum of 3 tables and 3 figures may be presented. These should be inserted in the body of the text after being mentioned. If there are annexes and/or footnotes, they should be included on a separate page as established in the template available on the web page.
7. Articles should be written in Candara in size 11, single spacing and full justification of paragraphs.
  8. Ethical considerations should be made explicit in the manuscripts and any other aspect that may be relevant from the point of view of research ethics.
  9. The Education and Society Journal assumes the standards of the American Psychological Association (APA) in its 7th edition (2019).
  10. The maximum number of references is 50, except for systematic literature reviews.
  11. Articles should be submitted solely and exclusively through the journal's website (<http://revistaeduysoc.acees.net/>) in the "Submissions" section in .doc or .docx format (Microsoft Word).
  12. Regarding the quality of the articles, we are concerned about performing an academic peer review (arbitration) thanks to the theoretical, methodological and disciplinary diversity of our scientific committee and invited external reviewers.

### **About language**

The Education and Society Journal considers it mandatory that authors use inclusive language within the linguistic signs authorized by the Real Academia de la Lengua Española (RAE). Thus, manuscripts that make use of the "@", the "x" or the letter "e" in plurals will be returned. Also, it is recommended not to use the double gender.

For more information, please consult the following link: <https://copywritingparaweb.com/como-utilizar-el-lenguaje-inclusivo/#:~:text=El%20uso%20de%20la%20aroba,%40s%20ni%20ni%C3%B1%40s.%E2%80%9D>

Likewise, the Journal strictly conforms to the following report of the Real Academia de Lengua Española about inclusive language and related issues (2021):

[https://www.rae.es/sites/default/files/Informe\\_lenguaje\\_inclusivo.pdf](https://www.rae.es/sites/default/files/Informe_lenguaje_inclusivo.pdf)

### **Privacy Statement**

Personal data entered in this magazine will be used exclusively for the purposes set forth herein and will not be provided to third parties or for different purposes.

## About the peer review process

### Predictamen

Each time an article is received through OJS, it will be read by a member of the Advisory Committee as a Preliminary Opinion, then it will be sent to the Editor together with the format of Compliance with Quality Characteristics required by the journal. If the manuscript has the required characteristics and also obtains the Editor's approval, the latter will refer the article to the designated referees for peer review.

### Peer review

Once the article receives the editor's approval, two referees will be assigned according to the topic and specialty.

For the evaluation of each article, the referees will use the following Guide for Judgment that includes the prioritized criteria, the scores and their explanation.

### Reviewer's Opinion Guide

Criteria	Grado	Explicación
The subject matter of the article is appropriate for the Journal.	Rating scale for each criterion: 0. Unacceptable 1. Poor 2. Satisfactory 3. Good 4. Very good 5. Excelent	(0) - Unacceptable: the corresponding criterion is not acceptable.
The abstract accurately reflects the content of the article.		(1) - Poor: the corresponding criterion is of unsatisfactory quality and needs a thorough review.
The quality of writing and presentation is in accordance with good academic practices and the APA 7th standard.		(2) - Satisfactory: the corresponding criterion is of good quality, but needs careful review.
The methodology, analysis and interpretation of the data are clear and consistent.		(3) - Good: the corresponding criterion is of high quality and may require minor revision.
Figures and tables are clear and justified.		(4) - Very good: the corresponding criterion is acceptable, but could be improved or completed.
References are relevant, current and complete.		(5) - Excelent: the corresponding criterion is acceptable without additional editorial review.
The article is a relevant and significant contribution to this field of research.		
* Articles normally include: abstract, key words, introduction, methodology, objectives, analysis, results, conclusions and references. Modification of the text structure is accepted if justified.		

It should be noted that reviewers' comments addressed both to the authors and to the Editor are allowed within the framework of the opinion.

The result of the arbitration may be:

- Accept this submission
- Publishable with modifications
- Resubmit for review
- Not publishable

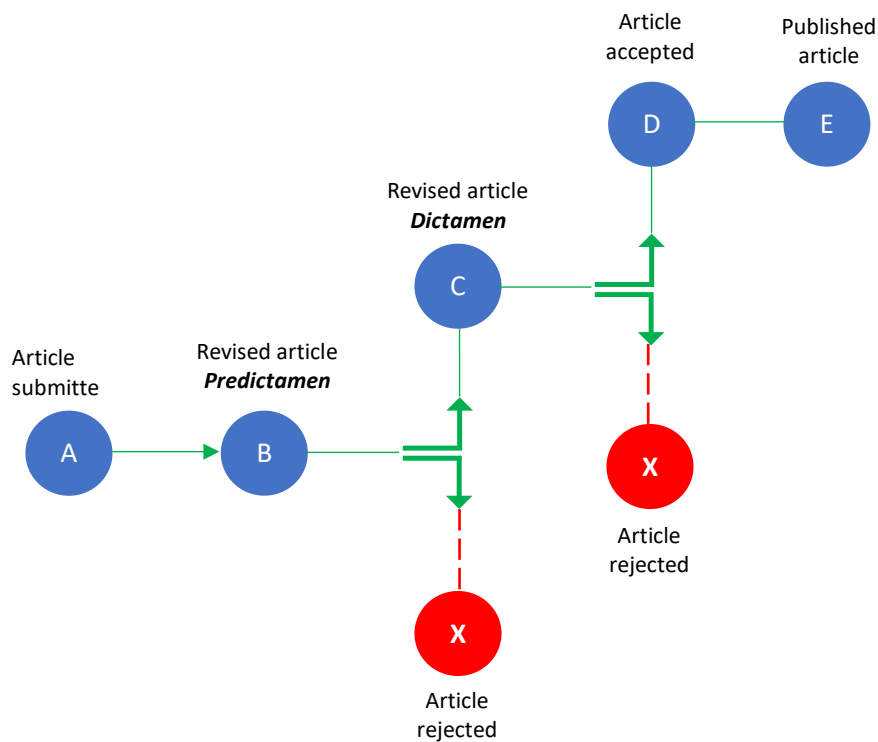
When the opinions are not coincident, the results will be weighted according to the Guide for Judgment. The procedure will be:

- Score obtained between 1-2 will be worth 2 and the proposed modifications will be requested to be incorporated.
- Scores obtained between 1-3 will require the participation of a third referee, in this case a member of the Editorial Board. With three referees, the coinciding opinion is assumed and the different opinion will be discarded.
- A score between 2-3 will be worth 3 and the article will be rejected.

For articles that require modifications, once the authors return the corrected version, it will be sent to the referee who gave the most unfavorable opinion to verify the lifting of the observations and approve the publication. At this stage, the referee will not be able to request additional modifications to those appearing in the opinion.

For the development of their work, the referees will receive a version of the article to be evaluated, the instructions given to the authors and the indications for the reviewer containing the evaluation criteria for the opinion. The Editor maintains contact with the referees and prepares a list of accepted and rejected articles, which, together with the opinions, must be sent to the Advisory Committee.

### Workflow of articles entering the journal



## About copyrights

Authors who publish their articles in the Revista Educación y Sociedad retain unrestrictedly all rights over the work.

Revista Educación y Sociedad uses the Plag Scan software to identify plagiarism or level of coincidences in an article. The maximum allowed is 20%. It should be noted that this is not the only criterion to determine the reception or rejection of an article, and that the results above the maximum allowed will be communicated to the author so that he/she can make the necessary verifications and corrections.

## Regarding the open access policy

The Revista Educación y Sociedad is an open access scientific publication under the [Creative Commons Attribution 4.0 International \(CC BY 4.0\) license](#). In this sense, you are free to:

- **Share** — copy and redistribute the material in any medium or format.
- **Adapt** — remix, transform, and build upon the material for any purpose, even commercially.

The licensor cannot revoke these freedoms as long as you follow the license terms.

The researchers retain the copyright and grant the right of publication to the Revista Educación y Sociedad, under the parameters established by the Creative Commons license.