

## CODE OF ETHICS

### 1. AUTHORSHIP RESPONSIBILITY

**Authorship:** Authors of article are those who write the original and contribute to the development of the research. The authors also take responsibility for their research; guarantee the inclusion of those people who have made a significant scientific and intellectual contribution in the conceptualization, work planning, interpretation and writing the results. The hierarchy of responsibility and implication of each author in the research must be indicated.

**Responsibility:** The authors accept responsibility for research and undertake to review the current and relevant scientific literature of the analyzed subject, taking into account the different streams of knowledge.

**Errors and rectifications:** When authors identify in their article an error or inaccuracy, they must inform editors and reviewers and provide the necessary information to review the research, as an improvement process for publication.

**Contribution to editorial decision:** Authors are required to participate in the peer review process. The evaluators of the articles assume the responsibility of carrying out an evaluation with scientific and constructive rigor.

### 2. PUBLISHING

**Originality, veracity and plagiarism:** The authors assert that the articles presented are original, do not contain fragments of works published in another scientific journal. The authors confirm that the conclusions and the data to verify hypotheses are true.

**Sources:** Authors must provide the exact sources and contributions, mentioned in the article.

**Repetitive publications:** The publication of the same research in several journals is reprehensible. Authors should not publish articles in which the same results are repeated in more than one scientific journal.

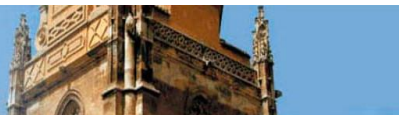
**Conflicts of interest:** The authors declare that there is no personal or collective conflict of interest that may influence the results obtained. They shall also indicate any financial support received for the conduct of research.

### 3. REVIEWERS RESPONSIBILITY

**Conflicts of Interest:** Reviewers should have no conflict of interest with respect to the research, authors or funders of the research.

**Competence:** The reviewers must know the subject of the review article, to ensure accurate advice to the authors.

**Responsibility:** The reviewers undertake to make an objective, impartial, critical, honest, constructive and unbiased review of both the scientific and literary quality of writing, in the field of their knowledge. They will also submit a complete critical report according to the journal's revision protocol and the public regulations for the reviewers, which will consist of the following points:



1. *Technical issues:* Depending on the information provided, YES or NO will be specified.

Type of publication; Title, abstract and keywords (in two languages, English and other one); Adequacy and clarity of tables and figures; Clarity of the manuscript (expression, writing, vocabulary); and references and citations according to the APA standards.

2. *Scientific aspects:* It will be marked YES or NO on those aspects that contribute scientific and methodological rigor to the manuscript.

Originality and novelty of content; Relevance of work for the research and academic community in the field of training and education; Updated scientific rationale; IMRD structure or similar; Degree of internal coherence; Clarity in the exhibition; Rigorous methodological design; Clarity in the interpretation of data and results; Discussion of results and conclusions

3. Detailed evaluation of the manuscript indicating the changes to be made by the authors for publication.
4. Publishing options: Can be published; Minor corrections should be made; Major corrections should be made; It should not be published, but may be recommended to another journal (Name of the suggested magazine); It must be rejected.

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**Deadlines:** Reviewers undertake to assess the work respecting deadlines.

**Confidentiality:** Reviewers undertake that reviewed articles are treated confidentially.

### 3. EDITORIAL RESPONSABILITY

**Publishing Decision:** Publishers have full responsibility and authority to reject or accept an article.

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**Review:** Editors will ensure the selection of the most qualified reviewers, to give a critical and expert appreciation of the work, with the least bias possible, preserving the anonymity of the reviewers.

**Errors and corrections:** Editors, when they detect errors, will promote the publication of corrections or retraction.

**Confidentiality:** Publishers agree not to disclose information relating to articles submitted for publication to persons other than authors, reviewers and publishers. Likewise, authors and reviewers they commit to the confidentiality of manuscripts, so that anonymity preserves the intellectual integrity of the whole process.

### 4. PUBLICATION ETHICS

**The Editorial Board:**

- Will carefully monitor the safeguard of editorial ethics.
- Will mark the guidelines for the retraction of articles.



- Will ensure the integrity of each publishing file.
- Will prevent that the business needs from compromising ethical standards.
- Will be always ready to publish corrections, clarifications, and apologies when necessary.
- Will avoid unethical behavior, data manipulation and plagiarism, which constitute a scientific fraud, taking into account that plagiarism is the appropriation of ideas, phrases, results, images, etc., of other scientific articles or dissemination, works, theses or books, presenting them as their own, without citing the original source.