

## EDITORIAL POLICY

*Journal of the Institute for Educational Research* publishes theoretical, review and original educational research papers that have not been published previously. The aim is to give access to research to a broad readership including researchers, practitioners and students in education and related discipline (psychology, sociology, teacher training. etc.). In addition, the journal also publishes reviews of books and scientific conferences that are significant for the field of education.

The first issue of the Journal has been published in 1967. Today, Journal has the status of the scientific journal of international significance verified by special decision (M24) and is issued twice a year (June and December).

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The journal does not charge any fees at submission, reviewing, and production stages.

The journal is indexed in: Scopus (from 2007), Web of Science - ESCI (from 2015) and ERIHPLUS (from 2016). Journal issues are available (from 2002 on) on [DOI Serbia website](https://doi.org/10.2478/10000001013100010000000000000000).

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The papers are published in Serbian and English. The papers submitted in English should comply with the standards of contemporary English, i.e. the text should be proofread by a native speaker. The papers that fail to meet the above criteria will not be accepted. The Editorial Board retains discretion to have abstracts and papers proofread, as well as to perform corrections during the copy editing of texts.

Manuscripts that are not written in accordance with the *Instructions for authors* will not be considered.

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Any paper which shows obvious signs of plagiarism will be automatically rejected and authors will be permanently forbidden to publish in the *Journal of the Institute for Educational Research*.

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Authors should disclose in their manuscript any financial or other substantive conflict of interest that might have influenced the presented results or their interpretation.

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When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal Editor or publisher and cooperate with the Editor to retract or correct the paper.

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### PEER REVIEW

The submitted manuscripts are subject to a peer review process. It is applied a double-blind review. Papers will be scrutinized by two independent reviewers. The purpose of peer review is to assist the Editor-in-Chief in making editorial decisions and through the editorial communications with

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The choice of reviewers is at the Editors' discretion. The reviewers must be knowledgeable about the subject area of the manuscript.

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## PROCEDURES FOR DEALING WITH UNETHICAL BEHAVIOUR

Anyone may inform the editors and/or Editorial Board at any time of suspected unethical behaviour or any type of misconduct by giving the necessary information/evidence to start an investigation.

### *Investigation*

- Editor-in-Chief will consult with the Editorial Board on decisions regarding the initiation of an investigation.
- During an investigation, any evidence should be treated as strictly confidential and only made available to those strictly involved in investigating.
- The accused will always be given the chance to respond to any charges made against them.
- If it is judged at the end of the investigation that misconduct has occurred, then it will be classified as either minor or serious.

### *Minor misconduct*

Minor misconduct will be dealt directly with those involved without involving any other parties, e.g.:

- Communicating to authors/reviewers whenever a minor issue involving misunderstanding or misapplication of academic standards has occurred.
- A warning letter to an author or reviewer regarding fairly minor misconduct.

### *Major misconduct*

The Editor-in-Chief, in consultation with the Editorial Board, and, when appropriate, further consultation with a small group of experts should make any decision regarding the course of action to be taken using the evidence available. The possible outcomes are as follows (these can be used separately or jointly):

- Publication of a formal announcement or editorial describing the misconduct.
- Informing the author's (or reviewer's) head of department or employer of any misconduct by means of a formal letter.
- The formal, announced retraction of publications from the journal in accordance with the Retraction Policy (see below).
- A ban on submissions from an individual for a defined period.
- Referring a case to a professional organization or legal authority for further investigation and action.

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### RETRACTION POLICY

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