EDITORIAL POLICY

This policy describes guidelines in the publication process of our journal. 

African Perspectives of Research in Teaching and Learning (APORTAL) ISSN 2521-0262 is an international, double-blind peer-reviewed journal that publishes original articles encompassing a range of current topics related to teaching and learning from all fields, disciplines and subjects. Articles may be rooted in disciplinary, interdisciplinary or transdisciplinary domains. The main thrust of the journal, which will be published once a year is directed at bringing to the fore discussions, debates and issues as they pertain to teaching and learning across a wide spectrum of education contexts in Africa without a commitment to a particular approach, methodology or worldview. It is concerned with and devoted to high quality articles that unravel, explain or problematize contemporary complexities of teaching and learning. It also embraces the ideal of building a new generation of teaching and learning scholars through the promotion of primary research by new and established researchers

1. Submission of manuscript

Authors should read the “Instruction for Authors” on the journal’s webpage before making a submission. Manuscript should be prepared according to the style and specifications of the journal’s policy. Papers must be submitted electronically. The submission must be e-mailed to aportal.journal@ul.ac.za and addressed to: The Editor, African Perspectives of Research in Teaching and Learning

2. Review process

The review process is an important aspect of the publication process of an article. It helps an editor in making decision on an article and also enables the author to improve the manuscript. APORTAL operates a double blind review process. Author(s) identity is removed from the manuscript and shielded from the reviewers during the review process. The reviewer is left with only the manuscript without any information that might enable him/her uncovers the identity of the author(s). Information removed includes the author(s) name, address/affiliation, country, phone/fax and email.

The review process consists of the following: 1. The editors review the submitted manuscript for proper format and consistency with the mission of the journal. The author(s) is notified if the manuscript is deemed inappropriate for further consideration. 2. Manuscripts that pass the initial review are sent to an associate editor and a minimum of two reviewers for formal review. 3. The editors evaluate comments and recommendations of the reviewers and the associate editor and informs the author(s) of the decision regarding the publication of the manuscript (reject, accept, or revise/resubmit). The editors’ decision and comments, without identifying information, are forwarded to the associate editors and reviewers. 4. Requested revisions are returned to the same reviewers. In addition to the revised manuscript, the author(s) should submit (a) responses to the reviewer comments that restate the comments and identify how and where the comment is addressed in the revision (b) certificate of language editing (c) TURNITIN report for plagiarism.
3. Concurrent reviews
Manuscripts under consideration by another journal or other publisher should not be submitted. The submitting author will be asked to verify this during the web-based submission process.

4. Resubmissions
Manuscripts that have been rejected are not eligible for further consideration by the same journal and thus should not be resubmitted. If a revision is allowed, it will be explicitly stated in the Editor’s decision. Other revisions of previously rejected manuscripts will be promptly returned to the authors without review.

4. Changes in authorship
Whenever there is a need to make changes in the authorship of a manuscript or a published article, the changes will be implemented according to APORTAL specification. Only corresponding authors can make request for a change in authorship.

5. Plagiarism
As defined by the Merriam-Webster dictionary, to plagiarize is “to steal and pass off (the ideas or words of another) as one’s own,” “use (another’s production) without crediting the source,” or to “present as new and original an idea or product derived from an existing source” (http://www.merriam-webster.com/dictionary/plagiarize Accessed March 29, 2017). The American Marketing Association considers other forms of plagiarism to include “self-plagiarism”—instances in which an author borrows from his or her own previously published work without the proper citation. It is also unacceptable to submit manuscripts to APORTAL journals that have previously been published anywhere in any language. (https://www.ama.org/publications/Pages/ama-editorial-policy-journals.aspx)

6. Processing fees
The journal is currently not charging processing fees.