

General Information for publication

Peer review policy

Pedagogy in Practice (PiP) aims to promote the understanding of teaching and learning, through the publication of double-blind peer-reviewed, top quality theoretical and empirical research. PiP is a multidisciplinary journal, rooted in the social sciences.

How to submit your manuscript

Before submitting your manuscript, please ensure that you carefully read and adhere to all the guidelines and instructions to authors provided below. Manuscripts not conforming to these guidelines may be returned.

All papers must be submitted as a Microsoft Word Document via email. If you would like to discuss your paper prior to submission, please refer to the contact details below.

All authors should ensure that their submitted article is not published in any other journal or sent for publication to any other journal. *Pedagogy in Practice* possesses all rights of articles accepted for publication. Articles are evaluated as online submissions sent to the e-mail address: s.starr@wlv.ac.uk

Authors should submit two copies of the document, one of them the original copy with authors' names, surnames, and address information and the other one for referees without any information about authors.

Authors' contact information must be given as a footnote at the end of the first page of the original copy. Each submission should be made as Microsoft Word file. For publication, the file will be converted to a PDF file.

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Practice is evaluated by Editorial Board members. Articles which are considered unacceptable according to the general publishing rules of Pedagogy in Practice will be returned to the author without the assessment of the referees.

Articles submitted to the journal are evaluated by at least two referees. If two referees do not come to an agreement on an article, that article is sent to a third referee for evaluation. If an article is sent to more than two referees for evaluation, a consensus is needed. Referees are chosen from the members of the board of academic staff and an identified team of reviewers. For an article to be published, the referees' positive views are necessary.

Referees may recommend either minor alterations or a major rewrite and resubmission of the article. Authors who have received recommendations for changes in their articles should either make the necessary changes in accordance with the referees' recommendations, or should indicate in their report why changes have not been made. Reports from authors must indicate page, paragraph and line.

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After the referees' recommendations have been made and the necessary changes have been indicated, the articles and the reports indicating the changes must be sent to the e-mail address:

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Pedagogy in Practice welcomes submissions from both experienced authors and those early in their article writing experience.

Articles submitted to Pedagogy in Practice should be structured according to the nature of the submission: opinion, review or research. Only electronic files conforming to the journal's guidelines will be accepted.

Opinion articles may include 'Introduction', 'Discussion', 'Summary' and 'References' sections. They must not communicate false information about a person, a group, or an entity such as a corporation.

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Each manuscript should contain:

Title Page: with full title and subtitle (if any). For the purposes of blind refereeing, the full name of each author with current affiliation and full address/phone/fax/email details should be supplied on a separate sheet. The title should be written in Bold Caps, centered using 14 point fonts.

Typing: All text, including title, headings, references, quotations, figure captions, and tables, must be typed in 12-point font and Times New Roman Style. The paper size must be A4 with 25mm margins. The text should be justified, and 1,5 spaced throughout.

Length: A review manuscript, including all references, tables, and figures, should be a maximum of 3000 words (excluding references). Submissions exceeding this limit may not be accepted for review. Authors should include tables and figures within the appropriate place within the text.

An opinion manuscript, including all references, should be a maximum of 2000 words (excluding references). Submissions exceeding this limit may not be accepted for review.

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Any acknowledgements should appear first at the end of your article prior to your Declaration of Conflicting Interests (if applicable), any notes and your References.

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