



Journal of Research in Educational Sciences Published by ASERS Publishing
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and

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From which, **Corresponding Author:**

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3.1. Retractions and Withdrawal:

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The 'Author(s)' could withdraw the 'Article' before acceptance for publication for objective reasons, and the withdrawal must be made written to the Editor in Chief of the Journal. In case that the 'Author(s)' withdraw the 'Article' after the acceptance and the payment of publication fee has been performed, ASERS Publishing will not refund the publication fee. The refund of publication fee could be possible only in case in which the 'Publisher' will not publish the 'Article' for any reasons, except the situation of plagiarism detection after the payment, or dual publication in any language of the same 'Article'. In such cases, the 'Publisher' will retract the paper from the Journal, webpage and databases in which the Journal is indexed without any compensation for the 'Author(s)'.

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Article retraction take place in situations of Infringements of professional ethical codes, such as multiple submission, bogus claims of authorship, plagiarism, fraudulent use of data or the like. Occasionally a retraction will be used to correct errors in submission or publication. The retraction of an article by its authors or the editor under the advice of members of the scholarly community has long been an occasional feature of the learned world. Standards for dealing with retractions have been developed by a number of library and scholarly bodies, and this best practice is adopted for article retraction by ASERS Publishing:

- A retraction note titled 'Retraction: _____ [article title]' signed by the authors and/or the editor is published in the paginated part of a subsequent issue of the journal and listed in the contents list.
- In the electronic version, a link is made to the original article.
- The online article is preceded by a screen containing the retraction note. It is to this screen that the link resolves; the reader can then proceed to the article itself.
- The original article is retained unchanged save for a watermark on the .pdf indicating on each page that it is 'retracted'.
- The HTML version of the document is removed.

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In an extremely limited number of cases, it may be necessary to remove an article from the online database. This will only occur where the article is clearly defamatory, or infringes others' legal rights, or where the article is, or we have good reason to expect it will be, the subject of a court order. In these circumstances, while the metadata (Title and Authors) will be retained, the text will be replaced with a screen indicating the article has been removed for legal reasons.

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It is a general principle of scholarly communication that the editor of a learned journal is solely and independently responsible for deciding which articles submitted to the journal shall be published. In making this decision the editor is guided by policies of the journal's editorial board and constrained by such legal requirements in force regarding libel, copyright infringement and plagiarism. An outcome of this principle is the importance of the scholarly archive as a permanent, historic record of the transactions of scholarship. Articles that have been published shall remain extant, exact and unaltered as far as is possible. However, very occasionally circumstances may arise where an article is published that must later be retracted or even removed. Such actions must not be undertaken lightly and can only occur under exceptional circumstances.

In case of article withdrawal, article retraction, article removal from legal limitations, article replacement the author will not be refund, only if the withdrawal of the paper is made because of the delay in publishing which is more than 12 months from the moment of payment, by the fault of ASERS Publishing.

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ASERS Publishing is committed to pursuing the highest standards of probity and the elimination of malpractice in research presented within own journals. It is ultimately the responsibility of the editors-in-chief to ensure that this policy is disseminated to all and followed through. If any third party believes that malpractice has occurred, they are encouraged to contact the Editors-in-Chief of the journal. Where malpractice has been found to occur, the article in question will be removed from the journal. Individuals found to have deliberately undertaken actions that result in malpractice will be excluded from publishing in the Journal in the future.

3.3. Information on Sanctions:

3.3.1. Trade Sanctions and Publishing

ASERS Publishing is committed to the principles of freedom of expression, and we believe strongly in the international dimension of science. Sharing information about science and health improves lives and creates new insight and value. We acknowledge that governments have legitimate interests in promoting human rights, security and terrorism concerns, the rule of law, and₃

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It is important to understand that several countries maintain lists of individuals and entities with whom it is illegal to conduct business, and more than one law can apply to an individual transaction. Additionally, several countries also implement controls on the export of 'dual use' items (goods, services and technologies): these are items which have commercial but also potentially military or proliferation applications, even if not obvious, for instance nuclear related software like MCNP-derivate codes and ORIGEN code. If you are a customer or an author from one of the following countries, you might be affected by these trade sanctions and export control laws: Russia, Iran, Cuba, North Korea, Democratic Republic of Congo, Sudan, Somalia, Nicaragua, Burma, Syria, Venezuela, Zimbabwe, or Belarus. Further, if you have been identified by such governments as a person or an entity involved in some of the activities noted above, you may also be affected by such laws.

The exemption does not apply to, and therefore an embargo applies to, individuals or legal entities specifically identified (by either the US or the EU) as being involved in security or rights issues ('Specially Designated Nationals'). Individuals employed by a Specially Designated National would fall under this embargo, unless the individual is acting, and e.g. submits a manuscript on its own behalf and not on behalf of the Specially Designated National.

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4.1. Delivery of Manuscript

The 'Author' agrees to deliver the manuscript of the 'Article' to the 'Publisher' in the US English in its entirety (hereinafter 'Manuscript') in .doc(x) format file and formatted as in the requirements of Author's Guideline of the Journal via the Platform by *Registering and Logging in* <https://journals.aserspublishing.eu/jres/index> (the Date of Submission of the 'Manuscript' is 'Initial Delivery Date'). The 'Manuscript' shall otherwise be acceptable to Publisher in form and content, after a double – blind peer review process.

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If the 'Author' fails to deliver the Manuscript, Artwork, Permissions, and/or other materials required under this Agreement, and/or any revisions and corrections thereof as requested by the 'Publisher', on the dates designated by the 'Publisher', or if the 'Author' fails to do so in a form and substance satisfactory to the 'Publisher', then the 'Publisher' shall have the right to terminate this Agreement by so informing the 'Author' by e-mail to the 'Author' set forth below. Upon termination by the Publisher, the 'Author' shall, without prejudice to any other right or remedy of the 'Publisher', all rights granted to the 'Publisher' under this Agreement shall revert to the 'Author'.

5. Review Process

5.1. Publishing and Review Process Flows

The review process and publication flow can take up to 12 weeks, sometimes even longer. The aim of the review process is to identify the strengths and weaknesses of the article, in terms of originality, interest, up-to-dateness, coherence, and balanced argumentation. As such, all manuscripts submitted to Journal of Research in Educational Sciences go through a two-step double-blind peer review process.

The publishing and review processes consist in 11 steps:

- Step 1 – The author registers in the platform and submits the complete manuscript in .doc or .docx format at: <https://journals.aserspublishing.eu/jres/user/register> Submitted Manuscript will be assigned a manuscript number. Occasionally, journal may accept submissions by e-mail.
- Step 2 – Check the composition and arrangement of the paper according to the Journal Author's Guide to make sure it includes the necessary sections and stylizations.
- Step 3 - Manuscript submitted by registered author will be checked by the Editor in Chief. The Editor in Chief screens the manuscript with iThenticate software in order to find similarities. At this time the article may be rejected without being reviewed any further if not fulfilling the standard research criteria, if it not consistent with the aims and scope of our journal or has similarities with other articles in the field.
- Step 4 – Peer review process will be started, and manuscript will be sent to two reviewers (manuscript may be rejected if reviewer comments are indicating the poor research quality). The two reviewers are chosen from the list of reviewers registered in our platform, depending on the field of the article. The review is then submitted to the journal, with a recommendation to accept or reject it – or else with a request for revision (usually flagged as either major or minor) before it is reconsidered.
- Step 5 – After the external doubly-masked peer review of a manuscript, the corresponding author will receive an email in which she/he will be informed of the status of the manuscript and reviewer's comment/s.
- Step 6 – If the manuscript is accepted for publication the author/s has to submit the revised manuscript to the Editor in Chief and the manuscript checked by one of the reviewers (may be rejected if not satisfying the reviewer's queries). The authors could see from our Platform, by login in, in real time the stage of their manuscript, assuring a transparent review process.
- Step 7 – Revised Manuscript will be accepted for publication.
- Step 8 – The author completes and signs the Copyright Form and Publishing Agreement.
- Step 9 – Galley proof will be formed for the author/s approval and it will be sent back to author/s.
- Step 10 – Manuscript typesetting and final editing process will be started based on the author/s feedback.
- Step 11 – Manuscript will be published after the final approval from the author/s.

The Editorial Board takes responsibility for making publication decisions for submitted manuscripts based on the reviewer's evaluation of the manuscript, policies of the journal editorial board and legal restraint acting against plagiarism, libel and copyright infringement.

Publishing and review timeline:

1. Time to First Decision (Steps 1 - 3 of publication and review processes): 3 weeks.

The average number of weeks it takes for an article to go from manuscript submission to the initial decision on the article, including standard and desk rejects. It includes also the plagiarism check-up with Similarity Check via iThenticate.

2. Review Time (Steps 4 - 5 of publication and review processes): 6 weeks.

The average number of weeks it takes for an article to go through the editorial review process for this journal, including standard and desk rejects.

3. Publication Time (Steps 7 - 11 of publication and review processes): 3 weeks

The average number of weeks it takes to reach from manuscript acceptance to the online publication of the article (with DOI, How to cite system and Bibliographic metadata).

5.2. Duties of Authors:

- Submitted manuscripts must be the original work of the author(s);
- Only unpublished manuscripts should be submitted;
- It is unethical to submit a manuscript to more than one journal concurrently;

- Any conflict of interests must be clearly stated and a Credit Authorship Contribution Statement will be filled by the authors;
- Acknowledge the sources of data used in the development of the manuscript;
- All the errors discovered in the manuscript after submission must be swiftly communicated to the Editor in Chief of the Journal.

5.3. Duties of Reviewers:

- That all the manuscripts are reviewed in fairness based on the intellectual content of the paper regardless of gender, race, ethnicity, religion, citizenry nor political values of author(s);
- That any observed conflict of interest during the review process must be communicated to the Editor in Chief of the Journal;
- That all information pertaining to the manuscript is kept confidential;
- That any information that may be the reason for the rejection of publication of a manuscript must be communicated to the Editor.

5.4. Duties of Editors:

- That all the manuscripts are evaluated in fairness based on the intellectual content of the paper regardless of gender, race, ethnicity, religion, citizenry nor political values of authors;
 - Any observed conflict of interest pertaining manuscripts must be disclosed;
 - That information pertaining manuscripts are kept confidential;
 - The editor should respect the intellectual independence of authors.
- The Editorial Board takes responsibility for making publication decisions for submitted manuscripts based on the reviewer's evaluation of the manuscript, policies of the journal editorial board and legal restraint acting against plagiarism, libel and copyright infringement.

6. Acceptation for Publication and Editorial Fees

6.1. Acceptation/Rejection for Publication

The Editor in Chief of the Journal will inform the 'Author' about the reviewers' feed-back regarding the Acceptation with minor or major corrections/ or without corrections, or about the rejection of the 'Manuscript'.

In case of corrections, the 'Author' shall make all the necessarily corrections mentioned by the Editor in Chief as the feed-back from the reviewing process, in the frame of time mentioned by the Editor in Chief. If for objective reasons, the 'Author' could not perform the corrections, the 'Article' will be postponed for publication in the following issue of the Journal.

6.2. Publication and Editorial Fee

6.2.1. Editorial fee for publication is 250 euro. This fee includes: editorial services, double peer review services for each submitted research, proof-reading in US English, indextation services in scientific databases in which the Journal is currently indexed. Each published research will have assigned a DOI for a better dissemination and visibility of the author(s) in global academic community, and a better ranking of citations of Research Centre's authors.

6.2.2. Authors of accepted papers residing in countries classified as either low-income or lower-middle income by the World Bank may request an exemption from the publication fee. The list of those countries can be found here: <https://datahelpdesk.worldbank.org/knowledgebase/articles/906519> under the headings *low-income economies* and *lower-middle income economies*.

7. Publication

7.1. Editing

The 'Publisher' shall have the right to edit and revise the 'Article' for any and all uses contemplated under this Agreement, and the 'Author' will have the right to review and alter the editing so that the edited 'Manuscript' is reasonably and substantially acceptable by the 'Author'.

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7.3. Proofs

The 'Publisher' shall furnish the 'Author' with page proofs of the 'Article', including Cover, Contents of the Issue and Artwork. The Author agrees to read, correct, and return all page proofs within 7 calendar days after receipt thereof. If any changes in the page proofs (other than corrections of typographical errors) are made at the 'Author's' request or with the 'Author's' consent, then the cost of such changes in excess of 5% of the cost of typesetting (exclusive of the cost of setting corrections) shall be paid by the 'Author'. If the 'Author' fails to return the corrected page proofs within the time set forth above, the 'Publisher' may publish the 'Article' without the 'Author's' approval of the page proofs.

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The 'Publisher' agrees that the 'Article', if published, shall be published within 12 months of the Final Delivery Date, except as the date of publication may be extended by forces beyond 'Publisher's' control. The date of publication as designated by the 'Publisher', but not later than the date of first delivery of bound volumes, shall be the 'Publication Date' for all purposes under this Agreement.

7.5. Author's Copies

The Author shall receive the galley in .pdf format, free of charge, of the initial edition of the Journal's Issue for personal and marketing use and to send to persons who have endorsed, contributed to, or otherwise supported the 'Article'.

7.6. Use of Author's Name and Likeness

The 'Publisher' shall have the right to use, and to license others to use, the 'Author's' name, image, likeness, and biographical material for advertising, promotion, and other exploitation of the 'Article' and the other rights granted under this Agreement.

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The 'Publisher' will send the metadata for indexing and abstracting the 'Article' in the current databases in which the Journal is indexed. The databases in which the Journal is indexed are posted in a visible place on the Journals' website, and inside the Journal first pages.

9. Applicable Law

Regardless of the place of its physical execution, this Agreement shall be interpreted, construed, and governed in all respects by the laws of Romania and European Union.

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In witness whereof, the 'Corresponding Author' and the 'Publisher' have executed this Agreement on the day and year below, to be effective immediately if the dates are the same, or on the date of the later signature if the dates are not the same. If either the 'Author' or the 'Publisher' has electronic signature capabilities and both agree to accept an electronic signature as valid, that electronic signature will be considered of identical weight to a handwritten signature.

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Mădălina Constantinescu

CEO of ASERS Publishing,
On behalf of ASERS Publishing,

Date: _____; Authorized Signature: _____

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