

Guidelines for reviewers

You are invited by the Editorial Board of Studies in Teaching and Education to review a scientific paper. We highly value your expertise and your contribution to journal quality development. Your name, together with the names of other reviewers, will be published on the website of the journal and in the last number of the journal in the current year, as an appropriate recognition for the work you have invested.

Professional responsibility. Please review the paper according to your methodological and expert knowledge from the appropriate field. You should assess the manuscript with regard to the compliance of the content with the profile of the journal, the importance and relevance of the issues with which the manuscript deals, the appropriateness of the methods applied, the scientific value, the argumentation of interpretations and conclusions, the style and clarity of the presentation of ideas, and the structure and appropriacy of the text. When reviewing, please follow the requirements for authors as explained in the Contributors' notes and enter your assessment into the Review form.

As a reviewer, you should try to take an objective view of the considerations in the paper, and especially to those related to nationality, religious or political beliefs, and the scientific orientation of the author.

Conflict of interest. In order to preserve anonymity for author and reviewer all information that may indicate the identity of the author of the work has been removed before sending the text for review. Similarly, all information on the reviewer is removed from the review when sent to the author.

If you suspect that the author can be identified on the basis of any information in the text, or that a conflict of interest may arise from the review, please inform the editor-in-chief of the journal. Conflict of interests may be personal, financial, intellectual, professional, political or religious in nature.

Timeliness. By accepting a manuscript for review, you are making the commitment to complete the review within the proposed time-frame. If you conclude that your competence is not sufficient to fulfill your original agreement or you are prevented from reviewing the paper on time, please inform the journal editor-in-chief promptly, so the process of revision is not delayed unjustifiably.

Please inform the journal if your circumstances change and you cannot complete your review on time or you need an extension of the review deadline. We will appreciate it if you respond immediately when you are contacted by the journal with regard to your review and provide us with the information requested.

Confidentiality. Please respect the confidentiality of the review process and refrain from using information obtained during the review process for your own or another's advantage, or to disadvantage or discredit others.

If you see the need for further consultation on the review of a paper, you should request permission from the Editorial Board of the journal.

Suspicion of ethics violations. If you come across any irregularities in relation to ethics in research or a violation of academic integrity in writing, be sure to notify the Editorial Board of the journal. If you notice that the work you received for review is very similar to work you have previously reviewed for another journal or read elsewhere, please inform the editor-in-chief of the journal.

In these cases or for any other ethical violation, contact the editor-in-chief directly in order to gain their support and confidence in the search for additional information.

Paper Review Procedure. Please begin the review by first reading the paper and additional material (*Editorial Policy, Contributors' notes, Review form*). In re-reading the work, use the Review form and identify any missing or incomplete elements in the text.

We would be particularly grateful if you complete your assessment in the Review form with feedback and recommendations to the author to help improve the quality of work. For example, be specific in your critique and mark the parts from the text that support your statements. Write your comments in the space next to the corresponding assessment category in the Review form.

You can use one of the databases to check the indexing of key words in the paper, for example, <https://eric.ed.gov/?ti=all>

Keep in mind that the journal expects you to be honest and impartial with feedback on weaknesses in paper.

We also invite you to include additional comments to the editor-in-chef if you deem it necessary. Your comments and recommendations for the editor-in-chef need to be in alignment with your report for the authors –most feedback should be placed in the report that the authors will see and which will help them to improve their work. Please bear in mind that the scientific orientation of the paper, the language and style of writing are the work of the author and do not try to translate them into your style or your own orientation. It is important that your suggestions improve the clarity of the paper.

If the paper is not clear enough, you need to comment and explain what the author should do additionally, but do not expand the scope of work by suggesting additional research.

After the original review, please once again accept the request from the journal to review the revised work which you previously reviewed.

Thank you for reviewing a paper for Studies in Teaching and Education

Editors of journal