



EDITORIAL POLICY

PRESENTATION

Educación y Humanismo, as a scientific arbitrated journal has been published in printed edition since 1998, and since 2009, has been available in electronic form. This journal focuses on unpublished articles result of scientific and technological researches, review and reflection papers, and also on book reviews translated into English, Spanish, Portuguese and French of national and international researchers, who work in Education and Humanities fields. Educación y Humanismo journal, aims to disseminate scientific knowledge derived from researches which contribute to these two areas (education and Humanities), based on updated methodological, theoretical and scientific trends. At this moment, one annual volume with two editions are published per semester supported by Universidad Simón Bolívar publishing house.

Educación y Humanismo journal, considers papers which focuses on monographic papers in relation to special themes into its publishing processes, with participants such as international researchers as editors, who may contribute to the journal's internationalization, objectivity, scientific and editorial quality.

Educación y Humanismo is an open Access journal, which offers public free Access to researches as a main purpose; contributing in this way, to a global knowledge exchange. Editorial processes expenses are assumed by Universidad Simón Bolívar, so authors are exempt in relation with journal publishing expenses. Likewise, published papers have Creative Commons Atribución No Comercial Sin Derivadas 4.0 – Colombia license. Authors retain author's moral rights over their publications and transfer first publishing property rights to the editor. Educación y Humanismo journal allows reproduction in part of the contents, recognizing author's rights duly referenced and cited based on American Psychological Association (APA) publication rules. This journal follows the ethics code guidelines proposed by Comité de Ética de Publicaciones (COPE), addressed not only for editors but also for reviewers and authors.

All papers submitted to be published by Educación y Humanismo journal, are subjected to an arbitration process conducted by outer double-blind peer review, who are expert on the themes considered, in other words, authors do not have access to peer's personal information or vice versa. Papers are assessed at least by two arbitrators and in the event that there is no consensus on their opinions, a third arbitrator would be asked for paper's acceptance or rejection. Peers are allowed to declare any conflict of interest related to paper's theme or content to be assessed.

Educación y Humanismo journal, throughout its publishing trajectory, has been recognized as follows :Aval y Mención de Honor al Mérito Iberoamericano 2016 : Producción Investigativa e Intelectual.

Section Policies

PRELIMINARIES

Open Mail Indexed Evaluated by peers

PRESENTATION

Open Mail Indexed Evaluated by peers

CONTENTS

Open Mail Indexed Evaluated by peers

EDITORIAL

Open Mail Indexed Evaluated by peers

ARTICLES

Open Mail Indexed Evaluated by peers

EDITORIAL POLICY

Open Mail Indexed Evaluated by peers

EXCHANGE FORMAT

Open Mail Indexed Evaluated by peers

TYPE OF PUBLICATIONS

Educación y Humanismo only considers original or unpublished articles, which obviates the edition of those that have been published totally or partially, just as those that are in revision process to be published. With no exception, all articles are checked by peers. Articles must use standard language for scientific publishing, thus avoiding the use of idioms and sayings of different cultures, regional geographic or particular locations. Besides, in as much as possible, citations are to be encouraged under the editorial seal of the university, just as promoting citations of regional authors (from the Colombian Caribbean), nationals (Colombians) or Latin-American.

In *Educación y Humanismo* the following articles are published:

- **Scientific and technological research articles or reports of empirical studies.** These articles express in detail the original results of finished scientific research, containing the following sections: Introduction (problem approach, background development, purposes and basis of the research); Method (methodology, participants, tools, procedure); Results (report of the information obtained from the instrument application, establishing a sufficient statistical analysis supported with tables

and figures with respective titles and sequence numbers according to order of appearance – graphs, drawings and photos are taken as figures–, which for diagramming effects, must go separated from the text as attached at the moment of being sent to the journal); Discussions y conclusions (the findings must be evaluated from the fundamentals –theoretical– of the research and from its meaning in the same context where they were obtained, their implications or importance, scope and limitations, besides any possible research derived from them). An integration is accepted between results and discussions, and on the other hand between conclusions and recommendations. Lastly, references are shown in strict alphabetical order.

As a guide, we hereby present the contents of a scientific or technological research article or report of empirical studies:

- Title
- Title in English
- Abstract in Spanish
- Key Words in Spanish
- Abstract
- Key words
- Introduction
- Methodology
- Research Results
- Discussions y Conclusions
- References.

Articles of reflection. These articles will present the research results obtained from an analytical perspective, interpretative or critical on the side of the author, over a specific topic, working with original sources.

Articles of revision. These articles of finished research work, will analyze, systematize and integrate the research results, whether published or not, on a field of science or technology, that account for the advances and developing trends, and are based on a rigorous revision of at least 50 references.

CHARACTERISTICS OF THE WRITINGS

In order to accept any article, Educación y Humanismo demands that the writing follows in its draw up the standard rules of style for publishing made by the American Psychological Association (APA) set in the Publication Manual of the American Psychological Association(Sixth edition).

Educación y Humanismo assumes that all individuals that are presented as authors have accepted the final publication of the article and their opinions or comments are of their exclusive responsibility.

If an article is accepted for publishing, the printing and reproduction rights of any form and means belong to the editor, though a petition to the author(s) will be made asking for their approval to reproduce their contributions. The removal of any article will be asked in writing in a document printed by the editor, being effective after the editor has answered by writing. For this effect, he or the authors will send a mail to the editor to the following address : Carrera 54 No. 64-223, Barranquilla-Colombia, Departamento de Publicaciones - Vicerrectoría de Investigaciones e Innovación de la Universidad Simón Bolívar.

Educación y Humanismo will reject all articles that implicit or explicitly contain experiences, methods, procedures or any other activity that carry out unethical practices, discriminatory, offensive, aggressive, etc.

GUIDE TO AUTHORS

The articles sent to Educación y Humanismo must be structured as follows:

On page one (1) the title of the article must appear in the Spanish and English languages (not to exceed a maximum of 18 words according to the APA rules - sixth edition established for this purpose; the name and surnames of the author or authors of the article, Orcid Code, institutional affiliation of the author (s), the abstract of the article, which should not be less than 100 words or greater than 200 (must contain: article type, study objective, methodology and results); keywords cannot be more than five (5) nor less than three (3), expressing precisely the content of the work. Footnote: level of education, contact address and email address of the author (s); titulillo or short title no longer than 50 characters, appearing at the top of each page of the article; the possible thanks to the support received for the construction of the same. If the article is part of a research project, it should be indicated along with the start-end dates and with the executing and funding entities.

The page two (2) will include the exposition of the work itself, with the pertinent sections. The reviews will have a minimum extension of three (3) and maximum five (5) pages; scientific articles, maximum 25 pages, including the two (2) pages mentioned above, graphics, drawings, photographs, etc., which as mentioned will be sent to the journal annexed to the article and references.

From page three (3) onwards, the following sections appear with their respective names and formats according to the APA standards - sixth edition: In the case of theoretical review works, regardless of the denomination chosen for each of them, the sections are the following: approach of the issue or problem; review and current status of the topic, conclusions, references (these are established from what is quoted in the article and in alphabetical order).

Note: Regardless of the language in which the sea presented in any article, which includes on the first page in Spanish and English, the following: the title (title), abstract and keywords (keywords).

All articles must be in Microsoft Office Word format; double space, including references; Times New Roman type of letter, size 12, with uniform margins of 2,54 cm.

It is recommended the use of italics and not quotation marks, bold only for titles within the text. The same way, the author may use “y” o “&” for citations and author’s reference, what is recommended is to be constant all along the document to guarantee uniformity.

As was mentioned before, the articles presented to Educación y Humanismo must follow the APA rules, sixth edition. Below, we give some examples of these rules, which apply to the reference cases:

References are only established from the citations within the article. The general elements are:

1. Citation of references within the article. This method of citing by author or date (the author’s last name only with initials in capital letters, punctuation sign comma, year of publishing of the text or cited document), allows the author to identify the information source in alphabetical order, in the list of references at the end of the article. These can be carried out as in the examples below:

- Gravini (2005) established that learning styles...
- In a recent study about learning styles (Gravini, 2006)...

Thus, when the last name of the cited author forms part of the article's narrative (first example), only the year of the cited document is included in parenthesis. In the second example, the last name and publishing date of the cited document are not part of the narrative of the article; as a consequence both elements are included in parenthesis, separated by a comma.

2. Works with many authors. When a document has two authors, both of them must be cited every time a reference occurs in the article. But when a document has more than two (2) and less than six (6), both of them must be cited every time a reference is made in the article. In further citations of the same document, the last name of the first author is mentioned followed by the Word others or the phrase et al united by the symbol ampersand (&) in italics and period at the end of et al, plus the year of publishing. The chosen option will be kept all throughout the article. For example:

- Durán, Romero & Vásquez (2006) it was found that students... (first time of the citation)
- Durán et al.(2006)it was found that students...(next time mentioned in the article).

When there are six or more authors that sign a document, from the first citation the last name of the first author is placed (see the last example), however, in the list of references the last names of all authors are reported, using the ampersand symbol (&) to unify the last but one author with the last one. When two or more documents from different authors is made in the same reference , the last names must be written with the respective year(s) of publishing, ordered by dates, from the oldest to the most recent, separated by a semicolon within the same parenthesis. For example:

- In several research works (Gravini, 2005; Durán, Romero & Vásquez, 2006; Marín, 2007). Conclude that...

3. Literal citations. Authors may use sentences and text pieces from the consulted source and include them in their article, whenever they are cited in a correct way. When a citation contains more than 40 words, the citation will be integrated to the text, and between quotation marks, indicating the number of corresponding pages. In case the citation contains more than 40 words, these will be placed in another paragraph, at normal space, without quotation marks, letter size 11 and with left margin correction 0,5, also specifying the page number in the citation. Examples:

Citation of less than 40 words:

- De la Hoz (2016) states that “in methodological terms, institutionalists mainly applied the well known method of contemporary history” (p.110).
- De la Hoz (2016, p. 110) states that “in methodological terms, institutionalists mainly applied the well known method of contemporary history”.
- “In methodological terms, institutionalists, applied mainly the well known method of contemporary history” (De la Hoz, 2016, p. 110).

These mentioned above, are some of the theoretical considerations in defense of institutionalism which is situated again in the core of Political Science. Nevertheless, the width of variety in this new

version has become of high interest (p.114).

4. Bibliographic list. This list will be named as References and keep a strict relation with the documents cited in the article, which means, that only are included those that were utilized.

Besides, it always should be placed in strict alphabetical order at the end of the article, adjusting it to the international standard rules of APA.

In its construction the following must be taken into account:

Writing must be at double space. Apart from the last names, the initials of names of authors must go in capital letters. The book's titles must be in italics. In the case of journals, italics start from the title up to citation of more than 40 words.

De la Hoz (2016) states which volume number.

5. General Aspects.

(The examples of Bibliographic citations that appear as follows were taken at single space in order to keep space for the narrative of this guide. The same must appear at double space in the list of references of their work).

Periodic Publications (journals)

Last name of author(s), initials of first name in capital letters. (Year). Title of article. Title of Journal, volume (number), initial page-last page. Ejemplos de referencias según APA:

Scientific Journals Articles of a sole autor.

- Madrid, H. (2015). Marketing algorithmic and marketing heuristic, a controversy. *Research and Innovation in Engineering*, 3(1), 30-35.

Article of two to seven authors, all authors will be cited.

- Páez, Y. & González, S. (2003). *Hermenéutica del cuerpo*. Segunda parte. *Psicogente*, 9 (15), 135-145.
- Nobles, D., Londoño, L., Martínez, S., Ramos, A., Santa, G. & Cotes, A. (2016). *Tecnologías de la comunicación y relaciones interpersonales en jóvenes universitarios*. *Revista Educación y Humanismo*, 18(30), 14-27.

Article of more than eight authors, the first six authors will be cited with successive dots, and the last author will be cited.

- Wolchik, S. A., West, S. G., Sandler, I. N., Tein, J.-Y., Coatsworth, D., Lengua, L., ...Griffin, W. A. (2000). An experimental evaluation of theory-based mother and mother-child programs for children of divorce. *Journal of Consulting and Clinical Psychology*, 68, 843-856.

Article with DOI

- Blanco, A. & Peralta, P. (2015). Competitividad and organizational structure of PYMES of the food sector in Barranquilla. A conceptual perspective. *Management Development*, 7(2), 170-187. DOI: <http://dx.doi.org/10.17081/dege.7.2.1187>
- De la Hoz, R. (2016). New institutionalism and study of public policies. In *Justice*, 21(30), 107-121. <http://dx.doi.org/10.17081/just.21.30.1353>

Newspaper Articles

- Vásquez, O. (2001, September 24th) Causes of school desertion. *El Herald*, p. 4B.
In newspaper articles the abbreviation p. when the citation is found in one page.
When the citations are made in two (2) or more pages the abbreviation pp. must be used.

- Non periodical publishing (books)

Last names of author(s), initial of first names in capital letters. (Year). Title of work. City, country: editorial or publishing house. If a translated book has been handled after the original date of publishing, at the end must be added the abbreviation in parenthesis, Orig. And the year in parenthesis with a dot at the end.

- Books

- Restrepo, M. F. (2006). Consumption of psychoactive substances: A study about personality, vulnerability, sexuality, and criminality. Barranquilla, Colombia: Universidad Simón Bolívar.
- Sternberg, R. J. (1996). *Research Work in Psychology. A guide for the issuing of scientific books addressed to students, research workers, and professionals.* Barcelona, España: Paidós (Orig. 1988).

Books with a new edition

- Pinel, J. P. (2001). *Biopsychology.* (4a ed.). Madrid, España: Prentice-Hall.
Books with a corporative author (Government agency, associations, scientific institutes, universities, etc.)
- Universidad Simón Bolívar (2004). *Research Work in Universidad Simón Bolívar.* Barranquilla: Author.
- Observe that when the author and editor are the same, the Word Author is used to identify the Publishing House.

Chapters of Collective Books or Records

Author(s), initial, (year). Title of work. In, He or the directors, editors or compilers (initial of first name and last name) followed by (Dir., Ed. Or Comp). Adding an s in the case of plurals; the title of the book in italics (pagination of the cited book), city, country and the editorial.

Example:

- Amar, P. & Miranda, R. (2014). Where are we going? In P, Amar., R, Miranda., I, Rodríguez.,

D, Martínez., R, Villareal., & Del Río, J. CUEE Caribe: A strategy for the impulse of technological transference in the Colombian Caribbean. (pp. 133-145). Barranquilla, Colombia: Ediciones Universidad Simón Bolívar.

How to send the articles

The way to forward the articles to Educación y Humanismo is by uploading them into the platform OJS of the Journal sending them to the following e-mail address: (reveduhumanismo@unisimonbolivar.edu.co).

Any article must be acknowledged receipt Ten (10) days after being sent , and the author will be informed (or the first author in case of being signed by several authors) about the state of the article in a maximum deadline of two (2) months.

EVALUATION OF ARTICLES

The Journal Educación y Humanismo being an arbitrated journal, submits all articles to a process of refereeing, evaluation that seeks to guarantee the quality and scientific rigor of the submitted writings, in the same way applying the double blind methodology, as a strategy that guarantees due transparency in the evaluating process of scientific articles.

The Editorial Committee of Educación y Humanismo will not accept those articles that do not comply with its editorial policy or with its publishing rules, nor will return those articles that are not published. Collectively, the journal editor, will choose and classify the articles that fulfill the requirements, assigning them referees according to expertise and line of research. All articles will be checked anonymously following the methodology of the double blind.

Arbitration by evaluating peers. Each potential article in the journal is assigned 2(two) peers that perform the evaluation of the writing, this process considers the aspects of pertinence shape, scientific rigor, and article classification, that together emit a decision and erratum that determines whether the journal has been accepted or rejected. The peer observations are sent to the authors for their knowledge and awareness.

It is to be outlined that postulated articles will be accepted once the verdict of peers is validated. In case of controversy between peers, a third one is to be assigned who will rule whether being accepted or rejected in the case in question, in such a way that the writings presented comply with the criteria that guarantees transparency in the evaluating process and arguments that also guarantee editorial and scientific quality.

The decisions made by peers for the writing can be as follows:

- Accept the article such as it is
- Accept the article according with some suggestions
- The article may be accepted but with a thorough check
- Rejection of the Article

Whatever the case may be, the author will be duly notified about the decision of peers and the acceptance of the article will depend on what the author(s) consider and answer to Educación y Humanismo about the suggestions and changes peers have proposed on a limit date not higher than 15 days after notification. In turn, the Editorial Committee will have the right to introduce the necessary

modifications for adapting the text to the publishing rule standards, without altering the contents themselves, that are the final responsibility of authors. The Editorial Committee of Educación y Humanismo will be the body that, at last, decides the acceptance and final publishing of the articles received.

OPEN ACCESS POLICY

This journal provides immediate open Access to its contents, based on the principle of offering the public a free open Access to research work, contributed to a greater global knowledge interchange, in the same manner, Educación y Humanismo ascribed to the editorial seal of the University Simón Bolívar, is authorized in the frame of the License Creative Commons Non commercial Attribution-without derivatives 4.0-Colombia. And the costs generated in the process of editorial management of the articles are assumed by the editorial house of the University Simón Bolívar.

ETHICAL CONSIDERATIONS

Following the guides of the Publishing Ethical Committee (COPE due to its acronyms in Spanish, Comité de Publicaciones Éticas), the editorial team of the journal Educación y Humanismo commits itself to be responsible for all the publishing, trying to satisfy the needs of readers and authors, making a constant effort to improve the journal, defending the right of free speech, maintaining the integrity of academic files, and being willing to print corrections, clarifications, retractions, and apologies whenever necessary, prioritizing ethical and intellectual criteria above all. For this, it will be primary: to foster peer revision, receive the guide of experts in order to strengthen academy, back up the initiatives designed to reduce bad behavior in the publishing processes, back up the research workers education about publishing ethics.

In relation to the authors of Educación y Humanismo, taking into account the linings of COPE states clearly that: The decisions of editors to accept or reject a document must be based on its importance role, originality and clarity, as well as on the validity and relevance of the study to be published. The editors of the journal will not revert decisions so as to publish the writings unless some grave matters appear, by the time a description of the arbitration processes is to be published, and the editors will be prepared to justify any important deviation of the processes described, the editors of Educación y Humanismo will publish the guides for authors just as it is expected of them.

And finally, as far as peers are concerned : we as editors acquire the commitment to supply a guide to collaborators in all issues that are expected from them, and to update the requirements periodically, we as editors will communicate with peers so that they reveal their potential competences before accepting revision. Editors will protect the identity of peers, due to the fact that we do not handle an open access revision system.

Based on the aforesaid, all actors that intervene in the editorial process and management, will declare that their procedures and methodologies are adjusted to international ethical codes for scientific research in social sciences, this procedure is referenced in the frame of the editorial contract celebrated between the author(s) and the journal members at the right moment of considering the article for publishing in the journal of Educación y Humanismo.

The author(s) must give a written consent through the letter of presentation of the article, after overcoming the editorial processes and being accepted for publishing, must sign the format for relin-

quishing the ownership rights of the author, and declaration of conflict of interest, making plainly responsible the author(s) of possible ethical violations within the research work involved in the article. In the same manner, the authors are compelled to inform all conflicts of interest derived from their work, if they may happen.

Educación y Humanismo will reject all those articles that implicit, or explicitly contain experiences, methods, procedures or any other activity that follow unethical practices, discriminatory, offensive, aggressive, among others, or those that, in case of occurrence, do not clearly express any type of interest conflict, leaving to the judgment of the Editorial Committee its final publishing.

The editor will act in a neutral and objective way without any type of sexual, political, religious discrimination, or of origin of authors, making a correct use of international standard rules for human rights. In the same way, should consider the editing and publishing of writings of academic contributions based on their academic merits without considering any type of influence or conflict of interests. The editorial team must be updated with the intellectual property standard rules, and author rights, and this is the best way for their compliance.

Anti-plagiarism Policy

The patrimonial rights for the material that flows for publishing in the Educación y Humanismo journal are the editor's property through a mutual agreement of the authors in the yielding of the publishing rights of scientific articles once they have been accepted for publishing in this broadcasting devise. Educación y Humanismo is ruled by the regulations of the World Organization of intellectual Property Rights ruling in Colombia by the decision 351 de 1993 of the Commission of the Cartagena Agreement and law 23 of 1982. For this reason all articles sent to the Educación y Humanismo journal will be submitted to anti-plagiarism software.

Returns of Articles

The Journal of Education and Humanism, following the guidelines and procedures established in the Committee on Publication Ethics (COPE) for the handling of inappropriate behavior in the academic publication, will make retractions of already published manuscripts whose contents present errors in the following cases: falsification or plagiarism), involuntary errors (errors in sampling, procedures, or data analysis, failure to reproduce results, accidental omission of information about methods or analysis of data), among others. Education and Humanism has the obligation to inform the scientific community about voluntary and involuntary errors committed in their publications. The retraction will be done by means of an erratum faith that will be made public in the following editions.