



Guidelines for authors

This section describes the factors that the author must consider during article preparation and submission. These guidelines must be followed for allowing a smooth editorial process. It is also important for the authors to familiarize themselves with the scope, target audience, authors, and journal themes; which scientific achievements are evaluated in the journals and which are not; and other relevant information before submitting their manuscript. For detailed information on the journal, please visit the [About Psicogente](#) section.

Authorship and Contribution

Psicogente considers any individual who has intellectually contributed to the preparation of a manuscript submitted to the journal as its author. In accordance with the COPE guidelines, to be considered an author, the following criteria should be met:

1. Having participated in the idea and design, data acquisition, or the analysis and interpretation of the data obtained through the work that has resulted in the article;
2. Having taken part in the drafting or critical revision of the text; and
3. Having approved the final version to be published.

Psicogente accepts papers developed by a maximum of five authors. The names of these authors must be included in the article at the time of submitting the manuscript for the first time. When names of individuals who had minimal or no involvement in the research are included in a document and the names of those who actually participated in the research are omitted, the authorship information will be deemed to have been fabricated. The acknowledgment of the contribution of every participating subject in research is the author's responsibility.

Authors' Contributions

Psicogente adopts the [CRediT](#) taxonomy to describe each author's individual contributions to the work. The corresponding author is responsible for providing details about the contributions made by each author of the article. The editorial team expects that all authors have reviewed, discussed, and accepted their individual contributions. Contributions will be published with the final article and should accurately reflect the real contributions to the paper.

Author's contributions (CRediT)		
1	Conceptualization	Ideas; formulation or evolution of the overall goals and objectives of the research
2	Data Curation	Management activities to annotate (produce metadata), scrub data and maintain research data (including software coding, where it is necessary for data interpretation) for initial use and subsequent reuse
3	Formal Analysis	Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data
4	Funds acquisition	Acquisition of financial support for the project leading to this publication
5	Research	Carrying out a process of investigation and research, specifically conducting experiments or data/evidence collection
6	Methodology	Development or design of methodology; creation of models
7	Project Administration	Responsibility for directing and coordinating the planning and execution of research activity
8	Resources	Provision of study materials, reagents, materials, patients, laboratory specimens, animals, instrumentation, computing resources, or other analytical tools
9	Software	Programming, software development; design of computer programs; implementation of computer codes and supporting algorithms; testing of existing code components

1 0	Supervision	Supervision and leadership of planning and execution of research activity, including mentoring outside of the core team
1 1	Validation	Verification, either as part of the activity or separately, of the overall replication/reproducibility of results/experiments and other research results
1 2	Visualization	Development, creation and/or presentation of published work, specifically, visualization/data presentation
1 3	Writing: original draft	Preparation, creation and/or presentation of the published work, specifically writing the initial draft (including substantial translation)
1 4	Writing: review and editing	Preparation, creation and/or presentation of the published work by the original research group, specifically, critical review, commentary, or revision, in the pre- or post-publication stages

Publication Ethics

- Authorship veracity, in other words, authors must include only the name of those individuals who meet the [authorship and contribution](#) criteria and refrain from including individuals with little or no involvement in the research process. The author who complies with the first authorship criterion must be given the opportunity to participate in the remaining activities (i.e., drafting, approval, and responsibility). Those who fail to meet the criteria must be acknowledged in the Acknowledgments section. Authors are responsible for informing the journal of the order in which names of co-authors should appear in the article. It is not *Psicogente*'s responsibility to determine or mediate authorship problems; in case of authorship issues, authors must contact the institution where the research was carried out.
- The manuscript submitted to *Psicogente* has not been published before nor made available to the public in any media (digital or print) or online.
- The manuscript submitted to *Psicogente* must not have been simultaneously submitted to another journal for publication.
- No fictitious data presented as direct results or outcomes of the research process shall be used in the article.
- No data shall be manipulated to force the hypothesis testing or fit the study objectives.

- The study should never be divided into various sections (fragmented publication) to increase the number of submissions for independent publication in different journals.

- No texts, paragraphs, ideas, methods, or information (e.g., tables, figures, maps, etc.) should be copied from other sources or authors' own published research without providing the corresponding and appropriate reference so as to avoid plagiarism or self-plagiarism.

- Authors should never maximize data in an article or positively increase their percentage for the purposes of giving greater relevance to their study.

- Background information supporting and contradicting study findings, and not just positive ones, must be included to avoid bias.

- The research results shall not be disclosed in advance, without the necessary and adequate scientific checks being made.

- The editor must be informed of any case of conflict of interest, that is, any personal, academic, or financial relationship of the author that may bias or affect their research and publication activity.

- Research with human participants must comply with the [Declaration of Helsinki](#) (as revised in 2013). Further, approval to conduct research must be obtained from a bioethics committee or of a local, regional, or national organization acting as its replacement. Informed consent of participants is required for research and publication purposes. *Psicogente* upholds the maintenance of participants' privacy in research and publication. Authors must state in the Method section that the research was approved by a Bioethics Committee and that informed consent forms were signed. They should also describe the process employed with test subjects and the controls.

- Authors are responsible for obtaining the permissions required for the total or partial reproduction of materials used in the manuscript (e.g., text, tables, figures, etc.) that are not in the public domain or licensed for use.

- The main author shall be responsible for the entire communication, management, and publication processes with the journal. They will be the bridge between *Psicogente* and the other authors.

Types of articles published

Psicogente seeks to publish articles that meet the following basic criteria:

1. Original documents

2. Results of scientific research
3. Articles that have not been simultaneously submitted to other journals.

The following manuscripts are considered citable articles.

Original Research Article

It is a scientific document that clearly and precisely describes and disseminates the results of an original study and includes the following sections:

Introduction: This presents the reasons why the study has been conducted, including an overview of the most recent findings on the subject, basis, and background of the research subject.

Method: This describes how the research was carried out in terms of methodology, participants, instruments, procedure, data analysis, and conflicts of interest.

Results: This provides a rigorous, thorough, and exhaustive report of the data based on statistical analysis (or interpretation, in case of a qualitative study), supported by tables and figures in accordance with the latest APA style guidelines.

Discussion: This is a review of the results obtained, which are compared with previous findings. Furthermore, the relevance of the findings is contextualized, in addition to their practical and theoretical implications. This section mentions future research potential and the uses of the said results, as well as possible objections, limitations, and comments on the results.

Conclusion: This includes the final conclusions derived from the research, which allow for the identification of the main limitations and recommendations for further research.

References: These are included at the end and listed in alphabetical order, strictly in the order of the citations within the text, with a minimum font size of 6 points, in line with the current edition of the APA style guidelines. Dashes at the start of the reference entry should not be used to indicate authorship.

Review Article

It is a scientific text that explains, reviews, and provides a critical perspective on a given topic. Known, unknown, and controversial relevant issues should be identified; the review saves scholars' time and effort by eliminating the need to read primary documents. Review articles are divided into the following subtypes:

1. [Narrative Review](#)
2. [Systematic Review and Meta-Analysis](#)

Review articles must be structured as follows:

Introduction: An introduction to the subject and content information of the literature review that will be considered

Method: This describes how research was carried out in terms of methodology, participants, instruments, procedure, data analysis, and conflicts of interest. It establishes the type of methodology (e.g., [Prisma](#)) used.

Results: The content of the articles reviewed and/or studies should be described, indicating the authors' opinion on the literature reviewed, specifically unique and important research findings and conclusions about research trends. This provides a rigorous, thorough, and exhaustive report of the data found, based on statistical analysis (or interpretation, in case of a qualitative study), supported by tables and figures in accordance with the current edition of the APA guidelines.

Discussion: This section presents a review of the results obtained and compares these with previous findings. Furthermore, the relevance of the results is contextualized, in addition to their practical and theoretical implications. This section mentions areas in which future research could be conducted and the potential benefits of the results.

Conclusion: Final conclusions derived from the research, which permits the identification of the main limitations, and recommendations for further research

References: These are included at the end and listed in alphabetical order, strictly in the order of the citations within the text, with a minimum font size of 6 points, in line with the current edition of the APA style guidelines. Hyphens at the start of the sentence to indicate authorship are not required.

Article Form and Content

To submit any type of article, *Psicogente* requires authors to follow the latest publication standards set by the [American Psychological Association \(APA\)](#), as described in its publication manual. The total article length should never exceed 60,000 characters (with spaces), including references.

The form and content of the articles published in the journal should follow the structure outlined below (see template).

First Page

This section is applicable to review and result articles. The first page shall include the following.

Title of the Article

The title shall focus on the topic developed for the purpose of attracting the readers' attention. Below are further guidelines in this regard:

1. It should be accurate and self-explanatory.
2. Jargon and local slang should be avoided.
3. The use of metaphors and poetic expressions is not recommended.
4. The use of popular or offensive language should be avoided.
5. Redundancy and abbreviations (paying utmost attention to syntax) should be avoided.
6. The use of excessive prepositions should be avoided.
7. The ideal length would be 75–100 characters or 10–15 words.
8. The use of exclamation points, semi colon, and dashes (“/ \”) is not allowed. Authors can use commas, parentheses, question marks, and colons.

Author Information and Disclaimer

The first and last names of the author(s) of the article must be included in accordance with the signature criteria set by [IRALIS](#). For publication purposes, authors shall use a single name, known as the pen name. Standardizing the way publications are signed will ensure that authors' names are not confused with other similar ones, that they are cited correctly, and that no citations are lost throughout their scientific career.

ORCID

An alphanumeric code that uniquely identifies scientists and other academic authors. All authors submitting their proposals to *Psicogente* must have their own ORCID. When [registering their ORCID](#), authors must use the same name they have used to register in [IRALIS](#).

Curriculum Vitae of Latin America and the Caribbean (CVLAC)

Every Colombian resident or citizen submitting their proposal to *Psicogente* must be registered in the Curriculum Vitae of Latin America and the Caribbean (if not, please [register here](#)). This criterion is not applicable to authors living outside Colombia.

Authors' Academic Qualifications

All higher academic degrees obtained (e.g., post-doctorate, doctorate, masters, specialization, professional) should be listed.

Institutional Affiliation

The corporate entity where research has been conducted or the institution to which the author belongs (not always a university; this could be a research center, hospital, government entity, or private company). Proper names do not need to be translated. The affiliation must be followed by the name of the city and country.

Here is an example of a complete affiliation: *Psychology Program, School of Social Sciences, Simón Bolívar University, Barranquilla, Colombia.*

Correspondence Address

Only the main author or corresponding author's details should be included.

Phone Number and E-mail Address

All authors should include their contact number, as well as their institutional and personal e-mail addresses.

Disclaimer

The author(s) should declare whether the opinions expressed in the article are their own or the official position of their institution or financing organization.

Abstract

This section must briefly describe the article content in a short paragraph. The structure should be as follows: introduction, stating the article type (results and review); research objective; methodology; results; discussion; and conclusions. *Psicogente* accepts abstracts of at least 250 words. The abstract should be concise and clear, and authors should select the most relevant data.

Keywords

This section should include at least six (6) words that accurately express the study content. Keywords that facilitate identification of the article using database search engines should be considered. Descriptors such as [DeSc](#) and [APA](#) are highly advisable.

NOTE: Regardless of the language used in the article submitted, the title, abstract, and keywords must be included in both Spanish and English on the first page.

Body of the Article.

All manuscripts must be sent as MS Word documents, using single column, 1.15 line spacing, and size 11 Calibri font. All section headings and subheadings should be indicated in bold, while italics should be used, instead of quotation marks, to highlight key terms within the text. The general structure of the body of an article should be as follows.

Introduction

This section must summarize the topic to be developed, theoretical advancements

made in the research area, and research background of the study. The relevance of the study, together with a brief description of the objectives and how they were sought to be achieved, should be presented. The text in this section should be duly referenced and contain as many subheadings as deemed necessary by the author.

Methodology

This section should present the specific arrangements made to achieve the objectives set throughout the work submitted. It must include subsections on the study design, instruments for data collection, participants, procedures developed, and data analysis.

The population and participant selection (with the inclusion and exclusion criteria) should be described, including a detailed explanation (e.g., age, sex, ethnic origin, etc.). Researchers should strive to include representative samples and provide relevant descriptive data and demographic variables. The language used to describe the participants should be neutral, accurate, and respectful. Reasons should be provided for the instrument selection, its reliability, and limitations.

The statistical methods employed should be exhaustively and precisely described so that other researchers can apply them to the data and obtain the same results (peer reviewers may request them for corroboration purposes). Whenever possible, authors should introduce confidence intervals and avoid relying solely on statistical hypothesis testing, such as P-values, as these fail to provide relevant information about the effect size. A description of the estimated effect sizes should also be included in addition to data about the statistical software and version used.

Results

This section must show how data collection is structured in relation to the proposed goals. It should be presented in a clear and accurate manner, according to the method described and include the tables and figures required to present the results.

Tables

The tables added to the article should be editable, mentioned in the body of the text, and listed in sequential order. If notes are needed, these should be placed at the bottom outside the table itself and centered. Authors should ensure that the data introduced in the table does not repeat the content described in other sections; neither shading nor the incorporation of figures or graphic content in table cells is recommended. Overall, a table seeks to summarize a certain amount of data in an effective manner; therefore, it is suggested that the range of rows be between 5 and 15; in no case should the size of a table exceed a page.

Figures (e.g., pictures, charts, photographs)

The figures inserted in the article should be of high quality in .jpg or .png format. These should be mentioned within the text and numbered sequentially according to their order of appearance. If figures include text, authors should use the Calibri Light font for the same. Legends should be included separately and at the bottom

of the figure. A copy of these must be sent to the journal in its original format, with a minimum resolution of 300 dots per inch (dpi).

Discussion

This section should juxtapose the results with the theoretical background that precedes and supports the work developed, presenting the author's reflections on the new knowledge generated, in conjunction with preexisting information.

Conclusions

This section must present the final conclusions derived from the research, which help identify the main limitations and recommendations for further research.

Limitations and recommendations

A report on the limitations and potential implications for future research. This provides recommendations for other researchers so that they can continue along the lines of study.

Highlights (key points)

The key ideas must present the most notable contributions made by the research in 35–80 words. The prime objective of these is to make the academic value of the research visible, allowing the targeted audience to quickly learn about the article's focus, as well as its main contributions and innovations within its field of knowledge. This section complements the Abstract, which presents information about the article's content in a concise manner, so as to facilitate searches in various databases.

References

Referencing should follow the guidelines established in the current edition (6th) of the *Publication Manual of the American Psychological Association*. Every citation in the submitted manuscript must be referenced in this section. Each reference must be included separately, arranged in alphabetic order, indented, with 1.5 line spacing. Below are some examples of formatted references:

Morales, G. (2015). Diversidad auditiva: imaginarios sociales e inclusión laboral: Una aproximación intercultural. *Psicogente*, 18(34), 364–371. <http://doi.org/10.17081/psico.18.34.511>

Páez, Y., & González, S. (2003). Hermenéutica del cuerpo. *Psicogente*, 9(15), 135–145.

Harris, P. (2008). Evaluación de la memoria. In Burin, D., Drake, M. & Harris, P. (Comp). *Evaluación neuropsicológica en adultos*. Buenos Aires: Paidós.

Mate-Castella, J. (2010). Similitud de la memoria de trabajo visual mediante tareas de reconocimiento. (Doctoral thesis). University of Barcelona, Barcelona, Spain. Retrieved from <http://ddd.uab.cat/pub/tesis/2010/tdx-1027110-013805/jmc1de1.pdf>

Codina, A., Cañadas, M. C., & Castro, E. (2011). Ejemplo de uso del análisis secuencial en la investigación en resolución de problemas en Educación Matemática. Paper presented in the 15th SEIEM Symposium, Ciudad Real, Spain.

Restrepo, M. F. (2006). *Consumo de sustancias psicoactivas: Estudio sobre la personalidad, vulnerabilidad, sexualidad y criminalidad*. Barranquilla: Simón Bolívar University.

Baquero Jiménez, M., & Payno Vargas, M. (2007). Música y cerebro. Amusia. In J. Peña-Casanova, *Neurología de la conducta y neuropsicología*. Buenos Aires: Madrid. Editorial Médica Panamericana.

For updated information about citation and reference drafting, please visit the APA style website: <http://www.apastyle.org/>

Source(s) of Support

All sources that supported the research and drafting of the article must be duly mentioned. Authors should list the funding sources in a standardized way to comply with the funders' requirements. See the following example:

Funding: This research was supported by the National Health Institutes [grant number xxxx, yyyy]; the University... [research project number zzzz]; the Public Health Institute... [grant number aaaa].

If no funding was provided for research purposes, the following sentence should be included:

"This research received no specific grant from any funding agency in the public, commercial, and not-for-profit sectors."

Conflict of Interest Declaration

Author(s) must report the existence of any conflict of interest regarding the manuscript submitted to *Psicogente*. A conflict of interest is deemed to exist whenever the author has personal, academic, or financial relationships that may bias or affect their actions in research and publication.

Acknowledgments

Authors must include an acknowledgments section at the end of the article to thank natural persons or institutions that supported the project, both directly and indirectly.

Anyone can be mentioned in this section, but the paragraph should include a minimum of four lines.

Article Submission and Receipt

Before sending the document, authors should make sure that they have read and complied with the journal's [guidelines](#). All articles must be submitted through the [OJS](#) after registering in the platform. If you have not registered yet, please [click here](#). Next, log in with your username and password, and begin [Submission](#): the system will guide you through the process.

The author (or the first author, in case there are several authors) will be informed about the article's status and assessment stage within a maximum period of 2 months. The journal is continuously receiving articles, so the date of potential publication will depend on the time of arrival or receipt of articles by the journal, the assessment process in general, and the decisions made by the editorial committee. To make the article reception official, the author(s) must duly fill in and send the following documents:

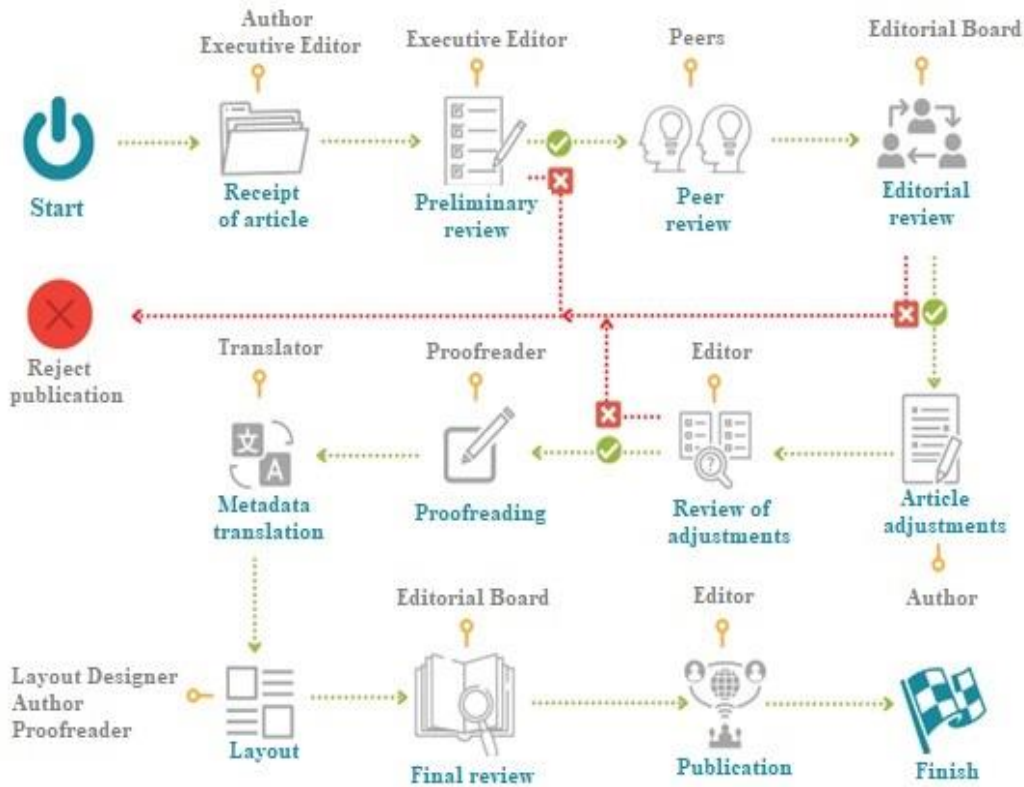
1. Article: Authors must strictly follow the recommendations provided by *Psicogente* regarding the [article's form and content](#).
2. [Cover Letter and article originality form](#): The form must be downloaded, filled in, uploaded onto the platform, and signed by each author.
3. [Résumé form](#) for each author. This must be downloaded, filled in, and uploaded onto the platform; high-resolution pictures must be added to the author's résumé (as requested). Only completed résumé forms should be sent.
4. [Assignment of Copyrights Form](#) signed by each author: This must be downloaded, filled in, uploaded onto the platform, and signed by each of the authors.
5. Figures: High-resolution illustrations, photographs, charts, pictures, or sketches (.jpg, .png, .tif) should be included as separate files.
6. Informed consent for publication should be provided in case information, photographs, or material identifying the study participants are presented in the article.

Authors can directly contact the journal through the OJS platform and/or via e-mail at revpsicogente@unisimonbolivar.edu.co with their questions and concerns.

Editorial Process

For those in the scientific community interested in publishing in the journal, *Psicogente* presents below the various stages in the **editorial process** workflow, comprising decision-making, the actors involved, and the average time it takes to send, receive, evaluate, and publish each article submitted to the journal.

Editorial Process of the Journal



STEPS

[See description of the journal's editorial process](#)

Journal Policies

Psicogente invites its authors, readers, and reviewers to familiarize themselves with its editorial policies. To those in the scientific community who are interested in getting published in the journal, these policies provide guidance in determining if the article is coherent and within the scope of the journal. For this purpose, we invite you to review the [About Psicogente](#), [Editorial Team](#), [Guide for Authors](#), [Policies](#), and [Submissions](#) sections.

Article Submission

We invite you to first read through the [Guide for Authors](#), where you will find information regarding the criteria that manuscripts must meet for submission to the journal. After you have read the instructions, you must submit your article through the [OJS](#) platform. To do so, you must be registered on the platform by creating a username and password; next, log in with your username and password and start with [Submission](#). The system will guide you through the process.

Preliminary Evaluation

The editorial quality of the submitted article is evaluated by examining its structure, form, content, presentation, and compliance with APA rules in general. If any problems are identified, the author is notified and the work is returned via the OJS system for correction; the author will have 5 days to make initial corrections; if the author does not return the article with the corrections within this time, the article is rejected. However, if the author returns the article with appropriate corrections, which is then approved by the editorial team, the text advances to the content review by expert peers stage. During this stage, a plagiarism check is carried out to ensure that the article is unpublished and original and to verify whether the authors have provided the submission documents (i.e., cover letter, assignment of rights, and curriculum vitae forms). This stage takes one to two weeks on average.

Peer Review

Peers evaluate the scientific quality of the article in terms of its content through a double-blind process, where neither the author nor the peer knows the affiliation of the other. As an evaluator, the peer must hold a higher academic degree (PhD or MS) and comply with [ethical responsibilities](#). The editor is in charge of assigning the articles to referees for evaluation.

The referees must utilize the evaluation form to check the following criteria: *the relationship of the article with the journal (relevance), article formatting, the content or substantive aspects of the article, and general evaluation*. The evaluators will indicate if the article should be accepted as is, accepted with suggestions, accepted with extensive revisions or not accepted at all. The author is informed whether their work accepted or rejected through the OJS platform. Once accepted, the manuscript will be returned so that authors can incorporate modifications in their manuscript. A letter describing the changes requested by the evaluators and the editorial committee is sent to the author(s). The authors may also present arguments in case all the changes requested cannot be made.

In case of a lack of consensus (e.g., when one referee accepts and another rejects the article), the evaluation of a third peer reviewer is sought to settle the conflict. In any case, it is the executive editor of the journal who has the final say regarding the rejection or acceptance of the article. This process lasts approximately 4–12 weeks.

Final Validation and Decision to Publish

When the authors have made the changes requested by the expert reviewers and the journal's editorial board, they will be notified through the OJS that their article has been accepted for publication. The executive editor will then review the metadata of the article in the OJS platform, assign a DOI, and forward the article to those responsible for style correction, layout, and XML markup (SciELO and Redalyc). The articles will be published in the OJS and other databases where the journal is indexed. This process takes approximately one week.

Proofreading

The proofreader reviews and corrects the grammatical, semantic, orthographic, linguistic, and citational aspects of the manuscript. This stage of the process involves the editor, proofreader, and authors. The average time required for proofreading is three to four weeks.

Design and Layout

Once the stylistic corrections have been approved by the editor, the XML markup, design, and layout of the article is done according to *Psicogente* policies. This stage involves the editor, layout designer, proofreader, and authors. To conclude this part, the authors must approve the final version for publication. The average time required is 3–4 weeks.

Translation Check (Key Words and Abstract)

The second language (English) expert reviews and/or translates the abstract and key words of the article. *Psicogente* verifies that the synonyms proposed by the authors in Spanish and English are congruent. The average time for this is 3–4 weeks.

Note: These three processes occur simultaneously during the final validation of the article. Subsequently, the article may be sent back to the author for stylistic, typographical, layout, and translation changes.

Publication of the Article

Once the layout of the article is completed, it is ready to be added to the next issue of *Psicogente* in the OJS. The article's publication will be subject to the periodicity or publication date of the journal. After publication, the editor submits the metadata to Crossref and activates the DOI, in addition to submitting or registering metadata to other information and abstracting systems that index the journal.

Additional aspects

Submission Fee

Psicogente does not charge authors an APC for manuscript processing. However, active involvement in the processes and cooperation is expected from authors for wider article distribution and dissemination.

Anti plagiarism

The journal uses the iThenticate software to detect similarities and coincidental occurrences to protect content quality and ensure publication ethics compliance and copyright observance.

Assessment by Peer Reviewers

Research and review articles undergo a *double-blind* peer-review process; that is, neither the author nor the peer can identify each other. The peer reviewer must hold a doctorate and be an active researcher in the research area or hold a master's degree with subject expertise, be involved in active research, and have significant scientific output.

Open Access Policy

Psicogente provides immediate open access to its content based on the principle of offering the public a free space for research and facilitating greater global exchange of knowledge. This means that users can read, download, store, print,

search, index, and link to the full text of this journal. The distribution of pre-print, post-print, and official versions is allowed without prior permission from the author or editor, provided this is not done for commercial purposes or the generation of derivative works; however, we request that the source and the authorship of the work be cited.

Authors must fill out the [Copyright Form](#), which informs the author that the article will be an open access scientific production and that there will be no charges for publication.

Type of License

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Copyright for the journal is owned by the Publications Department of Universidad Simón Bolívar. Authorization is required from Departamento de Publicaciones-Universidad Simón Bolívar; Address: Carrera 54 No. 64-223 Vicerrectoria Investigación e Innovación, Oficina Revista PSICOGENTE Tel: (57) (5) 3444333 Ext. 205 Barranquilla-Colombia <http://www.unisimon.edu.co/> e-mail: dptopublicaciones@unisimonbolivar.edu.co; revpsicogente@unisimonbolivar.edu.co

Once an article has been accepted for publication, the authors transfer their copyright to the journal's editor. In all cases, the editorial team shall assume that the opinions expressed by authors in the study are their personal responsibility.

Evaluation Form

Authors and reviewers must familiarize themselves with the article evaluation process and the criteria followed when assessing manuscripts. The key part of our editorial process is the review process, which allows us to identify the articles that meet the quality standards for publication. The journal follows a *double-blind review process*; that is, neither the author nor the peer reviewer knows the identity of the other. *Psicogente* accepts research and review articles:

Research Article: An original, unpublished work that presents the results of a concluded research project in a detailed, organized manner and includes the following sections: abstract, introduction, method, results, discussion, and conclusion (IMRaD).

Review Article: An original, unpublished work that is the result of a study in which the most recent and relevant research works in the field in question are compiled, organized, and analyzed in a systematic manner. Review articles also present the evolution of a topic by providing a broad, updated overview of trends, disputes, and discussion.

The following should be noted:

1. The reviewer must use the evaluation form to assess the manuscripts received.
2. The material sent and the evaluation result subsequently disclosed should remain confidential. This information can neither be shared nor used outside this process.
3. Confidentiality and anonymity should be preserved.
4. The existence of any type of conflict of interest that may prevent unbiased evaluation needs to be declared.
5. Reviewers should reject the assignment if the subject of the article is not in line with their academic profile or thematic expertise.
6. The quality of the article must be objectively reviewed.
7. Please be clear and technical and justify your feedback. *Psicogente* and the authors appreciate any comment that would contribute to improving the article.
8. Please be objective and neutral in your reviews and provide support for your opinions and constructive comments. *Psicogente* requires peer reviewers to avoid making disrespectful, personal, and unnecessary comments.
9. Refrain from making demands from authors that may exceed the research limits and objectives.
10. Inform the editor of the existence of any similarity between the article and any other work that has been previously published or is under review.
11. The article should be checked for plagiarism and self-plagiarism.

12. Inform the editor of any suspicion or doubt with regard to data manipulation, data veracity, or bias in research.
13. Check all data sources used in the article and suggest changes, if necessary.
14. Submit the evaluations requested on time and inform the editor in advance in case of expected delays.

Conflicts of Interest

A conflict of interest exists when the peer reviewer is unable to assess the article objectively or impartially. This situation can arise in any of the following situations:

1. If the reviewer has a personal, familial, professional, or commercial relationship with the author;
2. If they work, have worked, or have published works with the author;
3. If they plan to work with the author in a similar research project or proposal in future; and
4. If they are currently working or have previously published on a similar subject.

Peer reviewers must report any conflict of interest to the editor, either after the invitation to review or during the evaluation process.

[Evaluation Form](#)

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