


Non-profit joint stock company "Abai Kazakh National Pedagogical University"

Agreed

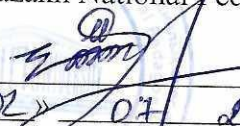
Director of the publishing house "Ulagat"
Non-profit joint stock company "Abai
Kazakh National Pedagogical University"



«02» 07 2024 N. Balykov

Approved

Vice-Rector for research activities and
innovation
Non-profit joint stock company "Abai
Kazakh National Pedagogical University"



«02» 07 2024 Y. Sultan

**EDITORIAL POLICY
OF THE JOURNAL "PEDAGOGY AND PSYCHOLOGY"**

Journal "Pedagogy and Psychology" of the Abai Kazakh National Pedagogical University
The "Pedagogy and Psychology" journal of the Abai Kazakh National Pedagogical University is a republican scientific and methodological publication founded in 2009.

Thematic focus of the journal "Pedagogy and Psychology" - issues of the current state of all stages and levels of education.

Journal sections:

1. Innovative approaches and practices in modern education.
2. Psychological and pedagogical problems of professional development of education specialists.

The editorial strategy of the publication is based on the following principles:

- Impartiality and objectivity in the selection process of materials for publication.
- High standards regarding scientific value and methodological correctness of research.
- Consensual approach to decision-making regarding the publication of articles.
- Ensuring effective and prompt communication with authors.
- Strict adherence to intellectual property rights.
- Rigorous commitment to the established publication schedule.
- Limiting the frequency of publications by one author to twice per calendar year.

Purpose of the journal: To engage domestic and international researchers in open discussion, systematization, comprehensive analysis, and dissemination of scientific knowledge and innovative developments for the improvement of modern education.

Objectives of the "Pedagogy and Psychology" journal:

- Identifying and disseminating innovative approaches and practices in modern education.
- Studying psychological and pedagogical problems of professional development of specialists in the field of education.
- Publication of results of fundamental and applied research in the field of education.
- Promoting the development of teachers' professional competencies through the exchange of experience and best practices.
- Supporting interdisciplinary dialogue between pedagogy and psychology in addressing contemporary educational challenges.

Target audience of the journal: Faculty and teaching staff, researchers, doctoral candidates, master's students, undergraduate students, educators, teachers, learners from educational and scientific institutions, and others.

The journal is included in the List of leading peer-reviewed scientific journals recommended for publishing the main scientific results of dissertations for the academic degree by the Committee for Control of Education and Science of the Ministry of Science and Higher Education of the Republic of Kazakhstan and for academic titles.

It is included in the republican system of scientific citation index – Kazakhstan Citation Base (KazCB).

The journal "Pedagogy and Psychology" was established by the Abai Kazakh National Pedagogical University and registered at the Ministry of Culture and Information of the Republic of Kazakhstan. Date and number of initial registration: June 24, 2009, No. 10219-Ж.

CERTIFICATE of re-registration of a periodical print publication, news agency and network publication No. KZ22VPY00084314, issued on December 22, 2023 by the Information Committee of the Ministry of Information and Public Development of the Republic of Kazakhstan.

Publication identifier: ISSN 2077-6861 (online 2960-1649)

Publication frequency: 4 times per year

Review period for submitted materials: 1-6 months

Publication language: English

Journal release schedule:

No. 1 – March

No. 2 – June

No. 3 – September

No. 4 – December

REVIEW POLICY

Articles submitted to the journal "Pedagogy and Psychology" undergo double-blind peer review. Scientific articles that strictly comply with the requirements for articles and have passed verification in the "Antiplagiat" system (threshold level 75%) are eligible for review.

Reviewers are scientists who have publications on the subject of the reviewed article, who are not members of the editorial board, from among the scientists of Abai KazNPU (internal reviewers) and other universities of the Republic of Kazakhstan, near and far abroad (external reviewers). Reviewers are appointed by the decision of the editorial board from the database of reviewers registered in the electronic system of the journal.

Review Procedure

The author uploads the article on the journal's website through OJS (Open Journal System).

The editor checks the article for compliance with the direction and sections of the journal, requirements for article formatting, and checks for plagiarism through the "Antiplagiat" system.

The editor assigns reviewers for the article accepted by the author.

The reviewer examines the article directed to them within the established timeframes in the OJS online review system; the maximum review period is 2 weeks. A review template is used.

The reviewer presents one of the following decisions to the editorial board of the journal:

- accept for publication;
- accept conditionally (send for revision);
- reject (withdraw).

Based on the conclusions of internal and external reviewers, the editorial board of the journal makes one of the following decisions:

- in case of receiving two positive reviews, the article is published in one of the journal issues;

- in case of disagreements between reviewers, the final decision on the publication of the article is made by the editorial board;
- if there are significant comments, the article is returned to the author for elimination of comments (the deadline is set by the responsible editor), the revised version is sent for re-review;
- in case of receiving a repeated negative review, the article is rejected and is not subject to further consideration.

The editorial board has the right to reject the article at any stage of work on the article.
The author is notified of the decision in the electronic journal system (OJS).

Requirements for review:

- objectively evaluate the scientific article;
 - contain a comprehensive analysis of the correspondence of the article's content to the thematic areas of the journal;
 - assess the correspondence of the content to the stated topic;
 - evaluate the quality of the abstract and keywords;
 - assess the novelty and practical significance of the research results;
 - evaluate the presence of references to Kazakhstani and foreign bibliographic sources.
- The clarity of presentation of scientific material, grammatical, punctuation, and logical errors are also evaluated.

Confidentiality

Materials submitted for review and unpublished data cannot be used by reviewers for personal research without the written consent of the author(s). The results of the review are confidential. Reviewers, in case of a conflict of interest, have no right to review the article.

PUBLICATION ETHICS

The editorial board of the journal "Pedagogy and Psychology" adheres to the Code of Ethics for Scientific Workers in Education of Kazakhstan in its work. The journal's editorial staff strives to comply with the ethical standards accepted in the international scientific community, preventing violations of these standards both in their work and in relationships.

Responsibilities of the Editor-in-Chief:

- Provides direct management of the journal;
- Coordinates publishing activities of the journal;
- Resolves issues related to artistic and technical design of the journal;
- Makes proposals for improving the journal's activities and increasing its efficiency;
- Organizes professional development for journal staff;
- Ensures optimal working conditions for high-productivity and quality work;
- Controls compliance of journal employees with University statutes and regulations, including Internal Labor Regulations, occupational safety rules, and fire safety;
- Performs other duties stipulated by the job description.

Deputy Editor-in-Chief Responsibilities:

- Directly organizes the journal's activities;
- Coordinates the publishing activities of the journal;
- Reviews manuscripts and article reviews;
- Examines manuscripts accepted for publication, providing necessary assistance to authors (improving structure, selecting terms, formatting illustrations, etc.), coordinating recommended changes with them;

- Verifies authors' compliance with reviewers' comments and manuscript requirements during revisions, completeness of submitted materials, correspondence of manuscript titles to their content;
- Coordinates article review work;
- Consults authors of scientific articles and structural units on journal publication issues;
- Participates in resolving issues related to artistic and technical design of the journal;
- Controls compliance of journal employees with University statutes and regulations, including Internal Labor Regulations, occupational safety rules, and fire safety.

Responsibilities of the Executive Secretary:

- Conducts scientific examination of incoming materials;
- Evaluates the correspondence of articles to the journal's theme and scientific level;
- Checks the relevance and novelty of the presented research;
- Analyzes methodological validity of articles;
- Evaluates quality and relevance of sources used;
- Verifies correctness of quotations and references;
- Provides recommendations for improving scientific content of articles;
- Participates in forming thematic issues of the journal;
- Consults the editorial staff on scientific matters;
- Promotes enhancement of scientific level of publications;
- Monitors compliance with scientific ethics in published materials;
- Collaborates with authors on scientific content of articles;
- Participates in developing the journal's development strategy;
- Performs other duties stipulated by the job description.

Executive Secretary:

- Organizes and controls planning, timely and high-quality preparation of materials for publication;
- Selects materials for the journal, controls publication schedule implementation;
- Reviews manuscripts accepted for publication, provides necessary assistance to authors (improving structure, selecting terms, formatting illustrations, etc.), coordinates recommended changes with them;
- Verifies authors' compliance with reviewers' comments and manuscript requirements during revisions, completeness of submitted materials, correspondence of manuscript titles to their content;
- Checks correct formatting of references and numerical data, correct use and spelling of names, terms, units of measurement, correspondence of symbols used to designations established by standards or accepted journal requirements.

Reviewer responsibilities (internal and external):

- Enters the journal's online system with consent or reasoned refusal before reviewing;
- Observes the principle of confidentiality during review;
- Provides objective evaluation of scientific work without personal criticism of the author, clearly and argumentatively expresses their opinion;
- Identifies significant similarities or coincidences between the manuscript of the reviewed article and published works;
- Cannot use for personal purposes the submitted and unpublished data without written consent of the author(s).

Authors' Responsibilities:

- Submit previously unpublished materials for scientific articles, formatted in strict accordance with requirements and carefully edited;
- Bear responsibility for the accuracy of facts presented in the article;
- Provide, when necessary, additional data related to article materials;
- Indicate in the article the contribution of other persons to the research, express gratitude, etc.;
- Take measures for prompt correction if errors are discovered.

Copyright

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Conflict of Interest

Editors and reviewers cannot use unpublished data obtained from submitted manuscripts in their personal research without the written consent of the Author. Information or ideas obtained during the review process related to possible benefits must be kept confidential and not used for personal purposes. Reviewers should not participate in reviewing manuscripts in case of conflict of interest due to competitive, collaborative, and other interactions and relationships with any of the Authors, companies, or other organizations associated with the submitted work.

Confidentiality Policy

The editorial office of the journal "Pedagogy and Psychology" does not disclose to third parties, except for appointed reviewers, information about manuscripts accepted for consideration until their publication. The editorial office also does not disclose information about reviewers to authors and other persons. These and other norms of behavior of participants in the publication process, namely principles, norms, and standards of behavior of authors, editorial board members, publisher, and reviewers, are based on publication ethics.

Procedure for Correction and Revision of Articles

If the review of an article contains a conclusion about the need for its correction, the article is sent to the author for revision. If the review contains recommendations for correction and revision of the article, the executive secretary sends the author the text of the review with a proposal to take them into account when preparing a new version of the article or to refute them (partially or completely). A revised article submitted by the author is re-submitted for review and considered in the general procedure. An article not recommended by the reviewer for publication is not accepted for reconsideration. In case of disagreement with the reviewer's opinion, the author of the article has the right to apply to the editorial office with a motivated request to send the manuscript for review to another reviewer, stating the relevant arguments in the appeal. In this case, the journal's editorial office sends the manuscript for re-review or provides the author with a motivated refusal.

Retraction

Retraction of a text from publication is the process of withdrawing an already published scientific article from a journal or database. This is a serious measure applied in cases of discovering significant problems with the publication. The main reasons for retraction include: discovery of data falsification or fabrication, plagiarism, serious methodological errors that call

into question the research results, duplication of publication, violation of ethical standards in conducting research, as well as undisclosed conflict of interest. Retraction serves as a mechanism of self-correction in science, helping to maintain the integrity of scientific literature and trust in the scientific publication process.

The publisher carries out **retraction** based on an official statement from the author/team of authors of the article, justifying the reason for their decision, as well as by decision of the journal's editorial board based on its own expertise or information received by the editorial office. The editorial office is obliged to inform the author (corresponding author in case of collective authorship) about the retraction of the article and justify its reasons. Mechanical removal of articles from the electronic version of the journal and from the archive is not carried out; the texts of retracted articles remain where they were previously, but in the electronic version of the text, there will be a note "RETRACTED" and the date of retraction.

In case of retraction of an article, the fee paid by authors for publication is not refunded. Publication costs and review costs are not compensated, regardless of the reasons for the retraction.

Borrowing and Plagiarism

All articles submitted to the journal "Pedagogy and Psychology" undergo originality checks using "Antiplagiat" (licensed version) and Turnitin systems. When numerous borrowings are detected, the editorial board notifies the author(s) about the presence of plagiarism and rejects the article.

Originality requirements:

"Antiplagiat" system: citation threshold level - 75%

Turnitin system: acceptable similarity level - no more than 25%

Author Guidelines

Articles are submitted in electronic format in English through the website of the journal "Pedagogy and Psychology" (link <https://journal-pedpsy.kaznpu.kz/index.php/ped>). The file name should indicate the surname of the author (in case of co-authors, the surname of the first author). To do this, you need to register on the website (link <https://journal-pedpsy.kaznpu.kz/index.php/ped/user/register?source>), or log in to an existing account using the "login" button. One author (including as a co-author) can submit an article no more than twice a year.

Articles are uploaded by the author in the following formats:

MS Word – complete article

MS Word without indicating the full name of the author, co-authors – for review

PDF – for the anti-plagiarism system

Font – Times New Roman, font size – 12, alignment – justified, line spacing – single, paragraph indent – 1 cm, margins: top and bottom – 2 cm, left – 3 cm, right – 1 cm.

Tables, diagrams, and figures should be provided in an editable format. The number of tables and figures should not exceed 20% of the total volume of the submitted article. Font – Times New Roman, font size – 10. For formatting tables and figures, see the sample article.

REQUIREMENTS FOR ARTICLE FORMATTING

IRSTI (Interstate Rubricator of Scientific and Technical Information), code 14: PUBLIC EDUCATION. PEDAGOGY

Authors' full names, place of work (study), city, country centered (in lowercase italic); (The corresponding author should be marked with an asterisk *)

Article title (7-12 words), in capital letters, centered

Abstract of at least 100 and no more than 300 words

Keywords/phrases (5-7 words)

Introduction (justification of the topic, objectives, and hypothesis (research question) of the study)

Materials and Methods (research design, data collection, and analysis methods)
Results (main research results without their interpretation)
Discussion (interpretation of results, discussion of their significance, research limitations, and possible directions for future research)

Conclusion (summary of research results)

References are formatted in accordance with the APA 7 Style standard (<http://www.apastyle.org/>) in alphabetical order. The reference list should contain at least 15 and no more than 40 sources, of which more than 50% should be sources from the last 3-5 years, including at least 2 sources from the Scopus database (percentile not less than 75) and Web of Science (not less than 1 and 2 quartile – Q1-Q2).

In case of references presented in Cyrillic in the reference list, it is necessary to perform a romanized reference list (for transliteration, use <http://www.translit.ru>).

The volume of the article (excluding MRNTI, title, information about authors, abstract, and keywords) should be at least 2100 and not exceed 5000 words.

Maximum number of authors – 5.

PAYMENT

The authors pay 30,000 (thirty thousand) tenge for each article. The price includes: payment for the publication of the article, assignment of a DOI number, registration of authors in the Crossref database.

Payment is made by transferring money to the bank details of Abai KazNPU OR through the Kaspi.kz mobile application.

1) **Payment via money transfer to the bank details of Abai KazNPU marked "for the publication of the article":**

Non-profit joint stock company "Abai Kazakh National Pedagogical University"

БИН 031 240 004 969

АО "БанкЦентрКредит"

Расчетный счет KZ178560000000086696

Кбе 16

БИК банка: KCJBKZKX

2) **Payment via the Kaspi.kz mobile application:**

Payments

KazNPU

Institute (Payment of employees/other persons)

Course (Payment of employees/other persons)

Type of payment (Publication of the article)

In the comments, specify "Payment for the publication of the article"

The payment receipt is sent to the WhatsApp number of the technical secretary of the journal.

Editor-in-Chief
of the journal "Pedagogy and psychology"



U. Abdigapbarova