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Author Guidelines

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Índice

Content **Page.**

Author Guidelines 3

Themes 3

Contributions 3

Contributions to the journal can be 3

Presentation and structure of originals 4

Article structure 4

Citation Considerations 8

Considerations when referencing 13

Structure of the review 13

Structure of the scientific essay 14

Other aspects to be considered in general 16

Ethical responsibilities 16

Peer review process 17

Double-blind mode 17

Review, refereeing and editing process 17

Formal indicators 18

Content indicators 18

Copyright notice 19

Open access to scientific information 19

Requisites 19

The rights assigned by the authors include 20

The authors assume 20

EduSol is an international academic publication attached to the Scientific and Technical Research Center of Guantanamo University in Cuba. It was created in 2001 as a space for the dissemination of scientific pedagogical research results carried out in Guantanamo, Cuba and other parts of the world, with the purpose of contributing to the socialization of the best educational practices.

EduSol Journal's ***mission*** is to disseminate the scientific results generated in the branches of Pedagogy, both nationally and internationally, through the publication of quality articles aimed at meeting the needs related to scientific and technological research, teaching and university extension.

Taking into account the aforementioned, the following ***vision*** is stated***:*** to be a journal that enhances development, recognized nationally and internationally for its editorial quality and content that serves as a reference in the area of scientific-technical dissemination, providing the socialization of its main results as well as their academic discussion.

Its ***descriptors*** are ***:*** rural and mountain education, initial and continuing training of education professionals, development of educational sciences and their contribution to educational practice, school-family-community link, vocational training and professional orientation, environmental education for sustainable development, adult education, university education, special education, preschool education, distance education, art education, basic education, citizenship education, civic education, sexual education, information and communication technologies, non-formal education.

The ***target audience*** of this publication is composed by teachers, researchers and any national and international public interested in the disciplines of education field. It publishes original articles, essays and reviews of scientific

books, scientific journals and doctoral theses, with a quarterly periodicity written in Spanish and English, and supports the exchange of knowledge at a global level by allowing the research published in this journal to be open to the public and reusable according to the terms of the ***Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International*** License ***(CC BY-NC-SA 4.0)***.

Frequency of publication:

Four issues per year are published with a total of 15 articles in the months of ***January***: period January-March, ***April***: period April-June, ***July***: period July-September, ***October***: period October-December.

Author Guidelines

Themes

The journal accepts to publish works of development, research and application, which address topics related to the development of Pedagogical Sciences in aspects such as: rural and mountain education, initial and continuing education of education professionals, development of educational sciences and their contribution to educational practice, school-family-community link, vocational training and professional orientation, environmental education for sustainable development, adult education, university education, special education, preschool education, distance education, art education, basic education, citizenship education, civic education, sexual education, information and communication technologies, non-formal education.

Contributions

Papers must be original, must not have been published in any media or be in the process of publication, being the responsibility of the authors to comply with this rule. ***Download originality letter***

Contributions to the journal can be

Articles: written and published report that presents the results of a research in a clear, simple and precise manner. ***Download template***

Reviews of scientific books, scientific journals and doctoral dissertations: evaluative commentary, negative or positive, depending on the reviewer's judgment of a published book, journal or dissertation. A good review describes the content of the pages, analyzes how the author seeks to achieve his purpose and expresses any reactions and arguments from a unique perspective. ***Download template***

Essays: prose text where the author analyzes, interprets or evaluates a topic of scientific nature, to offer his opinion on the causes that originate it or the result of his study, delivering his conclusions at the end with the aim that other researchers continue to conduct research on the topic. ***Download template***

Presentation and structure of originals

Manuscripts should be sent to ***virgeliacl@cug.co.cu*** or ***maryanisr@cug.co.cu***.

The file to be sent should be in Word in letter format (21.5 x 29.7), with four 2 cm margins. The text will have 1½ line spacing, including from the title page to the bibliography references. The font size should be Times New Roman 13, 1.5 spaces, with 6 points between paragraphs.

Bold type should be used instead of italics or underlining. All illustrations, figures and tables will be in the text in the corresponding place and not at the end, so no annexes will be accepted.

Publication standards are based on ***APA 7th Edition***.

Article structure

The articles must have a maximum length of 15 pages, and a minimum of eight, including from the title page to the bibliographical references, and should be structured as follows.

I. - Cover page with the following data:

- **Title of the article (in Spanish and English).** Clear, brief (no more than 15 words), informative of the content of the paper. It should not include acronyms or abbreviations**.**
- **Full name and surname(s) of the author(s), starting with the main author.** Accompanied by other data: academic titles, teaching and scientific category, postal address, e-mail address, institution of affiliation, home or

institution telephone number, city/country, date of submission of the article. ***ORCID Code*** of each author. The number of authors should not exceed three.

II.-Summary (in Spanish and English). It should not exceed 100 words, written in one paragraph. It should reflect the problem addressed, purpose of the research, methods used and main results. It does not include abbreviations, formulas, acronyms, bibliographic citations, references and illustrations.

III.-Key words (in Spanish and English). Those that allow the identification of the content of the article, facilitating the assignment of the subject indexes. No less than four and no more than seven, with initial capital letters and separated by semicolons. EduSol recommends the use of the **UNESCO Thesaurus.**

IV.-Introduction: It should clearly state the research problem, the objective(s) of the work, and develop the background of the research.

V.-Development: It can be organized in the form of paragraphs without explicit subdivision, or using different subtitles.

The conceptual reference is supported by sufficient and adequate authority figures, the importance of the subject matter is demonstrated, the results achieved are presented in correspondence with the proposed objectives and that contribute to the solution of the proposed problem, innovative information is contributed to studies of the science in question, pertinent citations are used, predominantly primary sources.

Citations will appear in the ***APA (American Psychological Association) 7th edition*** format.

The tables, graphs or images used should be placed centered, and should be numbered consecutively with their title and source. Below the description will

appear with the same single-spaced format and no periods before or after the paragraph, as shown below.

Symbology
Description

Table 1: Variables to be used

Source: Own elaboration

The content of the tables should be single-spaced, without periods after a paragraph.

Description of variables	Value
Grade of the first partial exam	4
Grade of the second partial	5
Final grade	5

Table 2: Variable values

Source: Self elaboration, adapted from Rodriguez, 2014.

VI.-Conclusions: They should respond to the objective, avoiding gratuitous statements and conclusions not fully supported by the data of the work. They should not be listed.

VII. - Bibliographical references (Only up to 10 references are allowed).

References should follow the ***APA (American Psychological Association) 7th edition*** style.

The works referenced in the text and those that must be mentioned are written. It is not allowed that an author has been referenced in the content and does not appear in the references; or that an author has been quoted or paraphrased and is not referenced in the body of the article.

Special attention should be paid to spelling such as accents or other special signs, safeguarding the integrity of texts, journals, web pages, among other sources, in terms of year data, volumes, recovery, and etcetera.

Authors are responsible for all the information in their reference lists. Therefore, accurately preparing references helps to establish credibility as a careful researcher.

Examples for references in the text:

In case of citing an **author's work**, the author's last name, year and page (the latter if it is textual) should be indicated. Do not include suffixes such as Dr.C, Example: (Pérez, 2013), (Pérez, 2013, p. 10).

In case of citing **a work of two authors**, the surnames will be separated by the copulative conjunction (and) if they are outside parentheses, otherwise by an &.

In case of citing a **work of three to five authors**, cite all of them the first time the reference appears in the text. From the second time on, write only the last name of the first author followed by et al. and the year of publication. In subsequent citations, omit the year.

In the case of citing **six or more authors**, only the last name of the first author is cited followed by et al. Example: Morales et al. (2006)

When **an author with more than one work published in the same year** is identified, to differentiate each work, the suffixes a, b, c are added to the year of publication, and they are likewise assigned in the list of references. Example: In several studies, Freire (1978a, 1978b, 1978c) exposes the pressing educational problem...

Textual quotations of less than 40 words should be reproduced word for word, included within the paragraph and enclosed in quotation marks. The author, year and specific page (p. or pp.) must be provided.

Textual quotations with more than 40 words should be written in a separate block omitting quotation marks. The first line of the quotation should be indented five spaces from the left margin and subsequent lines should be indented at the level of the indent. If there are additional paragraphs within the quotation, an additional indent should be placed on the first line of each paragraph, beginning with the second paragraph. When quoting verbatim, it is essential to always provide author, year and specific page(s) (p. or pp.) of the quoted text.

Citation Considerations

- Write p. when the quotation is contained on only one page of the original source, and pp. when it is more than two (if the pages are consecutive write them as an interval, e.g. pp. 89-92, otherwise separate them with a comma, pp.1, 3-5.
- Cite but do not reference classic books such as the Bible and the Koran. Add to this arrangement personal communications, whose citations will include first initials and full last name, as well as the exact date if possible.
- Use the term "see also", separated by a semicolon after the primary citation if the reader is to be invited to expand on the cited study.
- Use three ellipses (...) in a sentence of the quotation to indicate that you have omitted material from the original source.
- Respect the wording of the original source in the transcription of quotations.

Examples of references in Bibliographic References section

Books with an autor

Last name, first name initials (Year). *Title: Subtitle*. Publisher.

The *title* and *subtitle* should be in italics. If it has a subtitle, separate it with a colon. Reference the edition number in parentheses (for example, 3rd ed.).

The place may include the city and country, separated by comma.

Example: Mitjáns, A. (1995). *Creativity, Personality and Education***. Pueblo y Educación.**

Books with several authors

Last name, first name initials, Last name, first name initials, & Last name, first name initials (Year). *Title: Subtitle*. Publisher.

If there are more than six authors, only the first six should be written, followed by et al. (in Latin, and others). You would no longer use the ampersand (&).

Example:

García Ramis, L., Valle, A. & Ferrer, M. (1996). *Teacher Self-improvement and Creativity*. Pueblo y Educación.

Caraballo Maqueira, L., Álvarez Pérez, C., Borrero Campos O., Ruiz Hernández P., Caraballo Díaz, J., Pérez González L., et al. *Law and environment*. Pablo de la Torriente.

Electronic version of a book

Surname, A. A. (Year). *Title: Subtitle*. Publisher. http://www.xxx.xxx

Example:

Martí, J. (2000). *Fatal friendship*. Pueblo y Educación. http://www.educ.ar

Books with anonymous authorship

Anonymous (Year). *Title: Subtitle*. Publisher

Example:

Anonymous (1998). El lazarillo de Tormes. Guaymuras.

Publication with corporate autor

Name of the institution (Year). *Title: Subtitle*. Publisher.

In the name of the institution, the full name of the institution.

In Publisher write the word Author to indicate the publishing house, when the institution functions as such.

Example:

Ministry of Education (1986). *Programa de introducción de la Computación en la Educación Cubana. Autor.*

Chapter of a book

Surname, A. A. (Year). Title of chapter. In AA. Surnames (Ed.), *Title: Subtitle*. (pp. xx-xx). Publisher.

Details the pages of the original source that contain the cited chapter of the book.

Example:

Rojas. A. (2014). Historical synthesis of heritage conservation. In I. Rigol and A. Rojas. *Heritage conservation: theory and critique* (pp.29-52). Editorial UH.

Thesis

Surname, A.A. (Year). *Title: Subtitle* (Unpublished thesis of degree obtained). Name of the Institution, Place.

Example:

Matos Columbié, Z. (2003). *Professional-vocational orientation. A pedagogical model for its development in the pre-university of the Guantanamo territory*. Doctoral thesis. Enrique José Varona" Higher Pedagogical Institute, Havana.

Newspaper article

Surname, A.A. (Year, day of month). Title: Subtitle. *Name of newspaper*, pp. xx-xx.

The name of the newspaper is written in italics. Do not write the word diary or newspaper, simply its trade name. If the pages are discontinuous, separate them with a comma.

Example:

Hernández Garcini, O. M. (2008, December 2). El Verdadero camino. *Juventud Rebelde*, p.4.

If the source is electronic, the page number is omitted. After the name of the article, place a period and follow it, write the word retrieved and the link or URL where the article can be found.

Example:

Amon, R. (2014, May 16). Africans. El mundo. http://www.el-mundo.es/opinion/2014/05/16/537657d722601d347c8b4575.html

Scientific journal article

Surname, A.A. (Year). Title: Subtitle. *Name of the journal, Volume* (Number), xx-xx.

The name of the journal and the volume are written in italics. Do not write journal, only the name. In this case you do not need page abbreviations.

Example:

Castellanos, A.V. (2002). La actividad de aprendizaje grupal: una propuesta teórica. *Revista Cubana de Psicología, 19* (2), 516-537.

Si la fuente es electrónica, se prescinde del número de página. Después del nombre de la revista, se ubica un punto y seguido, escriba la palabra recuperado y el enlace o url donde se encuentra el artículo.

Example:

Gallardo Álvarez, I. (2013). Reading literary texts at school, why don't students read?

Education, 30(1). http://www.latindex.ucr.ac.cr/revistas

Web article

Author's last name, AA (Year). *Title: subtitle*. http://www.xxxxxx. Xxxxxxxx

Example:

López Takeyas, B. (2012). *Practical tips for presenting an oral presentation.* http://www.itnuevolaredo.edu.mx/takeyas

Symposiums, seminars and conferences

Surname, A.A. of the presenter (Year, month). *Title: Subtitle of the work presented*. Type of event (seminar, lecture, thesis presentation, master session, symposium, discussion), presented the name of the organization, place.

Example:

Roque Molina, M. G. (2002). *Environmental education in the Cuban context*. Congress of Environmental Education for sustainable development in Havana, Cuba.

Considerations when referencing

- Order alphabetically by author. If there is more than one reference with the same author, the oldest work will be written first (add letters in case you have two works by the same author in the same year).

- Apply a French indent (from the second line on). Do not use bullets or enumerations.

- Write the full name of the corporate authors, do not use abbreviations or acronyms.

- Use Arabic numerals when Roman numerals are provided in a publication, book or scientific journal. For example, Vol. III rewrite Vol.3.

- Write s.f. instead of date when it is not defined by the source.

Structure of the review

The review should be at least one and a half pages in length, and should not exceed four pages.

The book, journal and dissertation reviewed must have been published within the last five years.

Citations (which are not mandatory) should appear in ***APA (American Psychological Association) 7th edition*** format separated by semicolons.

In case of textual citations put the page number (Pérez, 2012, p. 10), which will not be needed in case of paraphrasing (Pérez, 2012).

It can also be quoted verbatim by saying Pérez, 2012 stated that... (p. 10).

Tables, graphs or images are not appropriate for reviews.

Structure of the scientific essay

The essays must have a maximum length of 10 pages, and a minimum of five, including from the title page to the bibliographical references. They should be structured as follows.

I. - Cover page with the following data:

- **Title of the essay (in Spanish and English).** Clear, brief (no more than 15 words), informative of the content of the paper. It should not include acronyms or abbreviations.
- **Full name and surname(s) of the author(s),** starting with the main author. Accompanied by other data: academic titles, teaching and scientific category, mailing address, e-mail address, institution of affiliation, home or institution telephone number, city/country, date of submission of the article. The number of authors should not exceed three.

II. Abstract (in Spanish and English). It should not exceed 100 words, written in one paragraph. It should reflect the problem addressed, purpose of the research, methods used and main results. It does not include abbreviations, formulas, acronyms, bibliographic citations, references and illustrations.

III.-Key words (in Spanish and English). Those that allow the identification of the content of the article, facilitating the assignment of subject indexes. No less than four and no more than seven, with initial capital letters and separated by semicolons. EduSol recommends the use of the **UNESCO Thesaurus.**

IV.-Introduction: The objective(s) of the essay should be clearly stated, highlighting the importance of the topic, justifying the reasons for the research and formulating the hypotheses.

V.-Development-Organized in the form of paragraphs without explicit subdivision. The importance of the topic treated is demonstrated, the results achieved are presented in correspondence with the proposed objectives, innovative information is provided highlighting the personal contribution, relevant quotations are used, predominantly primary sources.

The logic of exposition of the development can be deductive - starting from general ideas to then arrive at particular ones; inductive - where a particular case is exposed, duly documented, to then arrive at a general system of ideas or foundations; dialectic - two theses are confronted and then a synthesis is established.

Citations will appear in the ***APA (American Psychological Association) 7th edition*** format.

In case of textual citations put the page number (Pérez, 2012, p. 10), which will not be needed in case of paraphrasing (Pérez, 2012).

It can also be quoted verbatim by saying Pérez, 2012 stated that... (p. 10).

VI.-Conclusions: They should respond to the objective, avoiding gratuitous statements and conclusions not fully supported by the data of the work. They should not be listed**.**

VII.- Bibliographical references (Only up to 10 references are allowed).

References should follow the ***APA (American Psychological Association) 7th edition*** style.

Works referenced in the text and those that must be mentioned should be included. It is not allowed that an author has been referenced in the content and does not appear in the bibliography; or that an author has been quoted or paraphrased and is not referenced in the body of the article.

Special attention should be paid to spelling such as accents or other special signs, safeguarding the integrity of the texts, journals, web pages, among other sources, in terms of year data, volumes, recovery, and so on.

The authors are responsible for all information in their reference lists.

Other aspects to be considered in general

All text should not be underlined. The full capitalization box is not used either. No terms should be italicized in the text.

Foreign words and headlines of books and articles should be enclosed in quotation marks.

Only universally accepted abbreviations should be used. When a term frequently used in the text is to be shortened, the corresponding abbreviation, in parentheses, should be used the first time it appears.

The writing should be clear, achieving the necessary cohesion and coherence between sentences and paragraphs, as well as progression in ideas and information. The tone, style and lexical selection are appropriate for a scientific text. Spelling errors are avoided.

Ethical responsibilities

Each author/s applying for the evaluation of his/her article must fill out and sign the letter of authorship and originality, and the letter of assignment of rights.

Previously published material will not be accepted. Authors are responsible for obtaining the appropriate permissions to partially reproduce material (text, tables or figures) from other publications and for citing the source correctly.

The opinions expressed in published articles are the responsibility of the author(s).

The list of authors should include only those persons who have contributed intellectually to the development of the work.

Peer review process

Double-blind mode

The journal follows the academic peer review policy, under the double-blind modality, maintaining special care with the established ethical norms and avoiding conflicts of interest. This review process protects both the authors and the experts who review the manuscripts.

Review, refereeing and editing process

The process of refereeing and editing of the papers will follow the following steps:

1. Review by the editor in charge to analyze whether it conforms to the journal's standards.

If it does not fit, it is resent to the author with the pertinent indications so that the errors are corrected and it is returned to the journal already adjusted to the established norms, in a term no longer than seven days. Only up to two re-submissions will be made.

If adjusted:

The paper is sent by the editor to the referees selected in correspondence with the subject it deals with. These will have up to 20 days from the moment of receipt to analyze and evaluate the paper. Once this time has elapsed, they issue an opinion in a form prepared for this purpose, where they recommend that the work be:

- Accepted.
- Accepted with modifications.
- Rejected.

For the evaluation, the referees shall take into account formal and content indicators included in the evaluation form.

Formal indicators

a) Academic format

b) Adequate bibliography and/or references

c) Quality of writing

d) Relevant tables and graphs

Content indicators

a) Level of topicality and importance of the subject matter covered.

b) Scientific rigor of the arguments presented.

c) Contribution of innovative information to studies of the science in question.

In the event of a difference of opinion between the referees, the editor will call upon a third referee. The decision is final

2. The members of the editorial team review the opinions received prepare the final opinion and inform the author, within seven days, of the final decision.

- If the work is rejected, the author will be sent the arguments on which such decision is based.
- If the work is accepted with modifications, the author, after receiving the decision, will have a term of no more than 15 days to make the indicated adjustments and resubmit it.
- After this time the paper will not be accepted. Once the paper is received again, the editor will send it to the referees for reevaluation. Only up to two resubmissions will be made.

- If the paper is accepted, the editor will deliver it to the designated editors who, in a term not exceeding 20 days, will be in charge of its revision and editing.

3. Before its publication in the journal's website, the author will receive the paper by e-mail, who will communicate to the editor, as soon as possible, his approval or not with the changes that have been made.

4. Authors will receive electronic proof of publication of the paper.

5. The order of publication will be based on the dates of publication.

Copyright notice

Open access to scientific information

EduSol journal adheres to the initiative of open access to scientific information, which implies: (...) that any user can read, download, copy, distribute or print, with the possibility to search or link to the full text of the article, browse it for exhaustive indexing, use it as data for software, or use it for any other legal purpose, without financial, legal or technical barriers other than the fundamental one of accessing the Internet itself. The only limit to the reproduction and distribution of published articles, and the only function of copyright in this framework, can be none other than to guarantee authors control over the integrity of their work and the right to be credited and cited.

Requisites

Submission of any paper to the journal must meet the requirements of:

1. a) Author's commitment not to submit it to other publications for consideration.
2. b) Assignment of rights in the name of the magazine.

3. c) Non-exclusive assignment of rights.

The rights assigned by the authors include

1. Reproduce the work in whole or in part and communicate it to the public in printed or electronic format, whether or not combined with works by third parties, such as making the article available to the public through the Internet or any other network, as part of a database, with on-line or off-line access, for use by third parties.
2. Translate the work into other languages and disseminate the translation to the public.
3. To create adaptations, summaries or excerpts of the work and other derivative works of the work, and to exercise all rights in such adaptations, summaries, excerpts and derivative works.
4. To include the work, whether in its translated, adapted or abridged version, in whole or in part, in a computerized database and make it available to third parties.
5. Include the work, in whole or in part, either in its translated, adapted or summarized version, in a selection or compilation of texts.

The authors assume

1. The work is original and unpublished and has not been and will not be submitted for publication to another journal.
2. Total responsibility for the ideas and criteria issued in the work, being the sole authors and responsible for them.
3. The reception of the material does not imply its automatic approval and publication.
4. Accept the editorial changes that may be necessary in their contributions.

5. Accept the time stipulated in the review and editing process for the publication of their work, once it has been approved.