

## Considerations and requirements to remit articles or submissions to the Gestión de la Educación Journal

Authors interested in sending their articles should consider that the aim of Gestión de la Educación journal is:

To strengthen research, to foster the academic reflection, and to apply knowledge to solve the difficulties that academic organizations have related to their processes of administration and management of education.

Therefore, the articles or submissions of the authors must be intended to the national and international community in the field of Administration and Management of Education.

In addition, authors must check that the article complies with the following requirements:

- 1. Declaration that the article has not been published before, has not been sent to another journal and that it is intellectual property of the person or people who are sending it to the Gestión de la Educación journal. To comply with this requirement, the person should complete the "Declaración de Originalidad y Transferencia de Derechos Autorales" for the use of the article.
- Resume of the author(s) that must include the academic experience, positions and main publications. It should not be longer than 300 words. Use the ORCID (Open Researcher and Contribution ID) code.
- 3. Official e-mail of the author(s).
- 4. The article must have:
  - a. Title in Spanish, English, and Portuguese.
  - b. An abstract no longer than 250 words in Spanish, English, and Portuguese.
  - c. No more than three Keywords in Spanish, English, and Portuguese.
  - d. Citations and bibliographic references using the sixth edition of APA (Third edition in Spanish)
  - e. The article must be sent in Microsoft Word format or any compatible with it.



- f. The space must be 1.5, Arial font, size 12. If using charts, graphs or figures, those must be integrated in the text in the correspondent position.
- g. Grammar, spelling and writing Spanish rules.
- h. Use of inclusive vocabulary to integrate people in case of groups which contain males and female.

## Code of Ethics of the Gestión de la Educación Journal

The journal is engaged on ensuring the compliance of the highest models of ethics. For that, the journal has an ethic code for the editorial staff, evaluators and authors. When referring to academic integrity, the journal follows the ethics standard stablished by the Comité de Ética de Publicaciones.

## E-mail for sending the articles

The interested authors in sending their articles and the correspondent academic qualifications should simultaneously remit the documents to the following e-mails:

- revistagestionedu.eae@ucr.ac.cr
- revistagestiondelaeducacion@gmail.com