

## INSTRUCTIONS FOR AUTHORS

### Aims and scope

*Teaching Innovations* is a scientific journal published by the Teacher Education Faculty, University of Belgrade. It publishes original research papers, scientific reviews, articles, and professional papers related to sciences and scientific disciplines dealing with the teaching process at all levels of pedagogical and educational work with the aim of its improvement and modernisation.

*Teaching Innovations* aims to provide support to researchers and inspiration to practitioners to find optimal solutions and efficient strategies for introducing innovations in pre-school, primary, secondary and tertiary education, including life-long learning. The journal is issued quarterly.

### Instructions for Authors

#### *Teaching Innovations Journal*

The following categories of papers are published in the *Teaching Innovations*:

1. Original scientific paper (reporting previously unpublished results of the author's original research based on the IMRAD (Introduction, Methods, Results and Discussion) scientific method scheme);
2. Scientific review (presenting original, detailed and critical review of the issue under study including the author's personal contribution, proved by self-citation)
3. Short scientific paper (original scientific paper which summarises the results of one's original research work or work that is still in progress);
4. Professional paper (the known findings and results of original research are presented with the aim of spreading information and knowledge as well as their application in practice).

Apart from scientific and review papers, the *Teaching Innovations* journal occasionally publishes reviews (of books, computer programmes, educational software, scientific events, etc.), best practice examples, and other relevant professional information.

### Paper submission guidelines

Papers should be sent by e-mail. The electronic address of the editorial board is: [inovacije@uf.bg.ac.rs](mailto:inovacije@uf.bg.ac.rs).

Papers can be submitted in Serbian, English, Russian or French. The papers positively assessed by the reviewers will be published in the journal in the language in which they were written. The authors who want their paper to be published in a foreign language (English, Russian, French), must have it translated into the language of their choice. The Editorial Board preserves the right to proof-read the papers and to make changes referring to the technical preparation of the texts. The papers ready for publishing, and in PDF format, are sent back to the authors for final verifications (without any possibility of changing the content of the paper or adding new information to the text). Authors must also submit a scanned and signed **Author's Statement** (the template can be downloaded from [Inovacije@uf.bg.ac.rs](mailto:inovacije@uf.bg.ac.rs)).

Each paper undergoes the process of software checking for plagiarism before the double-blind peer review (the software is chosen by the editorial board). The report on the software check is provided for

each paper, and the editor-in-chief makes the decision about the further status of the paper. The accepted paper must be written in accordance with ethical principles and principles of honouring the welfare and dignity of researchers. It should not contain any words which might be discriminating for some groups of people (nations, races or religions).

All papers published in the Teaching Innovations are [licensed with Creative Commons Attribution 4.0 International Licence](#), giving the right to all interested researchers to copy, share and distribute the published papers, professional information, and other contributions.

Teacher Education Faculty, as the publisher, guarantees that the authors are not obligated to pay any fees for processing and publishing of their papers.

## Peer review

The submitted papers are first read by the editor-in-chief who decides which papers are to be reviewed. The thematic appropriateness of the paper relative to the concept of the journal and the observance of the guidelines for authors are the main criteria for the selection of the papers for review. The secretary of the journal's editorial informs the authors about the status of their papers.

All papers are anonymously reviewed by [two competent reviewers](#). The reviewers do not know the author's identity and vice versa. The reviewers use the **form for reviewers** in which, apart from assessing different aspects of the paper (quality of the title and abstract, thematic-theoretical framework, methodological approach, description of results and conclusion, contribution to a scientific area), they give the suggestions for improving the paper and suggest the paper category.

Authors must inform the editorial board in writing about any changes made in the text (number of the page where the change has been made and marking the place where it has been made) in accordance with the reviewers' comments and recommendations. After this, the editor-in-chief makes a decision about the publishing of the paper and informs the editorial board and the author of the decision within three months.

Apart from to the established orthographic norms of Serbian/English, the authors should also observe the following rules:

**Font.** The paper must be written in Microsoft Word, a 12-point Times New Roman font. Paragraphs: font - Normal, spacing - 1.5, first line – indented automatically (Col 1). Please do not use spaces or tabs for indents. Do not use automatic spacing before and after a paragraph. Alignment - justified.

**Length.** The paper can have up to 25,000 characters with spaces.

**General information about authors.** Author's name, middle name and surname are written first, followed by the name of institution in the second line. The affiliation (the institution where the author is employed) and the year of birth are written in the third line (for the purpose of the classification of papers in the National Library of Serbia). Position: left. The author's email address should be provided in a footnote (marked by an asterisk after the author's name). If there are co-authors, only the email of the first author is provided. If the paper is a part of the doctoral dissertation, the title of the dissertation, the place and the faculty where it has been defended are written in the footnote (marked by an asterisk after the title of the paper). Papers resulting from research projects should include the

project title, registry number, the funding organization and the institution where the project was implemented in the footnote.

**Title of the paper.** Three lines below the name. Font: Times New Roman, 12, bold; Position: centre.

**Abstract.** Up to 1400 characters (with spaces), written at the beginning of the paper, one line below the title. It should state the aim of the paper, research methods, the most important results and conclusions.

**Keywords.** The keywords are written below the abstract. Authors can write up to five keywords, in italic and in standard letters, separated by commas (a full-stop after the last keyword). It is desirable to use the concepts and terms that appear frequently in indexes and search engines.

**Body of the text.** Papers should be written in a clear, understandable style and in a logical order. The body of the text should contain the introductory part, which includes a concisely depicted conceptual-theoretical framework and the topic of the research, a precise description of the research methodology, presentation of the obtained results with an interpretation, and conclusion with recommendations for further research or for practice.

**References in the text.** All the references in the Reference List and in the parentheses in the body of the text should be written in the original alphabet, while the references in the body of the text should be written in the language used in the paper. The literature is referred to in the parentheses in the text itself, not in the footnotes. If the paper is written in the Serbian Language, the surnames of foreign authors are given in Serbian transcription (according to the current orthographic rules), followed by the original surnames and the year of publication in the brackets. Example: Mejer (Meyer, 1987). If the cited work has been written by two authors, the surnames of both authors should be given, while in the case of more than two authors, only the surname of the first author should be written, followed by "et al."

**Quotes and citations.** Any quotation, regardless of the length, should be followed by a reference to the page number. Example: (Meyer, 1987: 38).

**Tables, charts, graphs, images.** These should be provided in Word or some other compatible program. Tables from statistical packages should be converted into Word. All tables, graphs, images, and charts must be comprehensible without referring to the text, i.e., they must be marked by an ordinal number, a title (precise, not more than one line) and a legend (explanations of symbols, codes and abbreviations). Images should be prepared in electronic form with a resolution of 300dpi and in the JPG format. Bolded lines and highlighting should be avoided. Presentation of the same data both in tables and in graphic form is unacceptable. Illustrations taken from other sources (books, magazines) must be duly referenced. A written consent of the copyright owners must be submitted to the editorial.

Tables, graphs, images and charts should be allocated to the appropriate places in the text of the paper. Images and graphic attachments must be provided in separate files.

**Results of statistical processing.** These results should be provided in the following manner:  $F = 25.35$ ,  $df = 1.9$ ,  $p < .001$  or  $F(1.9) = 25.35$ ,  $p < .001$  (as it is common in the statistics of pedagogical and psychological research).

**Footnotes and abbreviations.** To be used **only in exceptional cases** when they contain additional information (commentary).

### Reference list

At the end of the text, APA style (American Psychological Association). References are written in alphabetical order (author's surname) as follows:

**Book** (surname(s) and initial(s) of the author(s)' name(s), year of publication, title of the book (*italic*), place of publication and publisher):

Sahlberg, P. (2011). *Finnish Lessons. What can the world learn from educational change in Finland?*. New York: Teacher College Press, Teachers College, Columbia University.  
Radovanovic, I., Radovic, V. and Tadic, A. (2009). *Innovation in teaching -bibliography of works (1983-2008)*. Belgrade: Faculty of Teacher Education.

**Chapter in the book or in the book of proceedings:** (last name(s) and initials(s) of the author's name, year of publication, title of the chapter, surname and initials of the editor's name, book title (*italics*) and the first and last pages of the chapters in the brackets, place of publication and publisher):

Havelka, N. (2001). Textbook and different concepts of education and teaching. In: Trebeshianin, B. and Lazarevic, D. (ed.). *Modern primary school textbook (31-58)*. Belgrade: Institute for Textbooks and Teaching Resources.

**Article in a journal:** (surname(s) and initial(s) of the author's name, year of publication, title of the article, full title of the journal (*italic*), volume, number, pages and, if available, DOI number):

Arcidiacono, F. and Padiglia, S. (2015). A narrative format design to improve language acquisition through social interaction. *Teaching Innovations*. 28 (3), 83-98. DOI: 10.5937 / innovations1503083P

Milanović, A. (2015). The meaning of the concept of phoneme and its significance for the teacher's call. *Innovation in teaching*. 28 (4), 13-17. DOI: 10.5937 / innovations1504013M

Haslam, A. A., Jetten, J., Postmes, T. and Haslam, C. (2009). Social Identity, Health and Well-Being: An Emerging Agenda for Applied Psychology. *Applied Psychology*, 58 (1), 1-23.

**Presentation at a scientific conference, published in full:** (surname(s) and initials(s) of the author's name, year of publication, title of the presentation, surname(s) and initials of the editors'

names, title of the book of proceedings (*italic*), the first and last pages of the paper in the brackets, conference title (*italic*) and the date of the conference, the place of publication and the publisher):

Antonijević, R. (2014). Efficiency and effectiveness as two dimensions of quality education of gifted. In: Gojkov, G. and Stojanovic, A. (ed.). *Donation and quality of education (88-92)*. International Scientific Meeting Gifted and Quality of Education, June 28, 2013 Vrsac: High School of Vocational Studies for Educators "Mihailo Palov", Arad (Romania): Universitatea de vest "Aurel Vlaicu".

**Unpublished doctoral dissertations and master theses:** (surname and initials of the author's name, year, title of the dissertation or thesis (*italics*), note: doctoral dissertation or master's thesis (in brackets), place, institution):

Večanski Nikolić, V. (2015). Development potential and modalities of using handmade toys at pre-school age (doctoral dissertation). Belgrade: Faculty of Teacher Education, University of Belgrade.

Marinković, K. (2016). An overview of the research on teacher strategies with potentially gifted students in mathematics (master thesis). Belgrade: Faculty of Teacher Education, University of Belgrade.

**Official documents - laws, regulations, rules of procedure, etc.:** (title of the document (*italic*), year of publication, name of the paper/bulletin, number):

Rulebook on the program of all forms of work of professional associates (2012). Educational Gazette, no. 5.

**Entries in encyclopedias, lexicons, or dictionaries:** (surname and initials of the author's name (if the author is indicated), year, title, encyclopedia, dictionary or lexicon, pages (in parentheses), place of publication, publisher):

Webb, D. C. (2014). Bloom's Taxonomy and Mathematics Education. In: *Encyclopedia of Mathematics Education (63-68)*. Dordrecht: Springer Reference.

**Or** (surname(s) and initials(s) of the author's name (if indicated), year, title of the encyclopedia, lexicon or dictionary (*italics*), place of publication, publisher):

Trnavac, N. (ed.) (2012). A lexicon of the history of the pedagogy of the Serbian people. Belgrade: Institute for Textbooks.

**Web documents:** (surname(s) and initials of the author(s), year, document name (*italics*), date of retrieval, internet address)

Kallestad, J. and Olweus, D. (2003). *Predicting Teachers and Schools Implementation of the Olweus*

*Bullying Prevention Program: A Multilevel Study*. Retrieved May 18, 2000. from www:  
<http://www.vanguard.edu/psychology/apa.pdf>.

**The reference list should contain only the authors cited/quoted in the paper.**

When the same author is cited/quoted several times in the paper, his/her works should be given in chronological order in the reference list. If more than one work of the same author referenced in the paper has been published in the same year, the works should be marked by letters with the year of publication, for example: 1999a, 1999b. Citing/quoting unpublished papers is not permitted, except for the defended and unpublished doctoral dissertations and master theses.

The deadline for the full paper submission is **1 October, 2020**. The papers in .doc format (not .docx!) are sent to the email address [naucni.skup@uf.bg.ac.rs](mailto:naucni.skup@uf.bg.ac.rs).

We are looking forward to your papers.

Presidents of the Programme Committee:

Dragan Martinović, PhD, Full Professor

Dragan Branković, PhD, Assistant Profess