

## **GUIDELINE FOR AUTHORS AND REVIEWERS**

- The Journal of Research Innovation and implications in Education (JRIIE) is a double blind peer review international journal which is published quarterly; that is March, June, September and December. Depending on when the manuscript was submitted, the journal ensures quick and quality review of manuscripts. The journal accepts manuscripts from various disciplines.
- JRIIE has a competent, committed and renowned reviewers and editorial board members from various disciplines. Papers submitted for review process must not have been published or submitted to any other journal for possible publication. Authors are encouraged to look for language experts to go through their manuscripts before submission.
- Reviewers should use track change system when reviewing manuscripts for possible publication. They should hide their identity or use pseudo identities in the track change system.
- The following are publication procedures:
  1. The author(s) submits the manuscript through the online system (this is after one has registered and created username and password) or directly through the official email addresses of the journal. We encourage authors to submit their manuscripts through online system. However, papers can also be submitted through [managingeditor@jriie.com](mailto:managingeditor@jriie.com) and copy to [editorinchief@jriie.com](mailto:editorinchief@jriie.com)
  2. The Editor/ Editor in Chief receives submitted manuscripts, acknowledges receipt and assigns two or more blind reviewers to go through the manuscripts and give comments for improvement and finally suggest whether the manuscript can be published as it is, whether it requires major or minor revisions or whether it is rejected. The reviewer submits reviewed manuscripts to the editor for final decisions.
  3. The Editor/ Editor in Chief informs the author through mail about publication decisions.
  4. The author reviews the manuscript following comments given and then submits it to the editor for final check up.
  5. The author is prompted to pay publication fee which is 50 USD.
  6. The manuscript is published and uploaded to the Journal's website.

## SETUP OF THE MANUSCRIPT FOR AUTHORS AND REVIEWERS

Manuscripts should strictly follow APA guidelines. Use Time New Romans Font style and size of 12. This includes citation and referencing guidelines. The manuscript should be single spaced with 12 to 15 pages including references. Authors should follow the order below:

1. Title of the manuscript
2. Name of author(s) with their qualifications (First name, Middle Name and then Sir Name. For example, Prof. Baraka ManjaleNgussa, PhD. Director of Research and Publications, University of Simiyu, Tanzania
3. Email Address of the corresponding author
4. Abstract of not more than 200 words: This section should begin with a general statement explaining the purpose of the study, locality, methodology, population and sampling and instruments used for data analysis. Thereafter, key findings and recommendations should follow.
5. Keywords: Between four and six (Compound keywords should be avoided).
6. Introduction: The author is expected to give a strong background of the study with preliminary literature review from global to local perspective. Study gap and justification of the study must be indicated.
7. Related Literature and Studies from global to local perspective.
8. Methodology: This section includes research design, population and sampling procedures, validity and reliability and data analysis plans.
9. Results and Discussion: This section should be guided by relevant research questions that guide the study. Results should be presented in Tables that are in harmony with APA format (**See Appendix A**).
10. Conclusions and Recommendations: Each research question should have its respective conclusion and recommendation in brief.
11. Citations and References: Strictly follow APA Guideline (**See Appendix B and C**).

## APPENDICES

**A. SAMPLE OF TABLES IN APA FORMAT:** The table should be drawn from automatic insertion in Microsoft word as appears in Table 1 below, and then lines within the table should be deleted as appears in Table 2:

Table 1: Differences in *Students' Disciplinary Cases as Perceived by Teachers*

SN	Disciplinary Case	Schools' Mean Scores		Significance Sig. (2-tailed)
		Teaching CRE	Not Teaching CRE	
1.	Disciplinary Cases in General	2.36	3.12	0.00*
2.	Premarital Relations	2.16	2.88	0.00*
3.	Dodging from Obligatory tasks	2.33	2.88	0.00*
4.	Sabotage experiences	2.04	2.42	0.02*
5.	Students Suspension	1.97	2.42	0.05
6.	Pregnancy Cases	1.64	2.30	0.00*
7.	Students' Riots	1.87	2.27	0.03*
8.	Examination Malpractice	1.71	1.74	0.81
9.	Student-Student Fighting	2.02	2.38	0.03*
10.	Drug Abuse Experiences	1.58	2.00	0.01*
11.	Bullying	2.02	2.44	0.13*

\*Difference is significant

Table 2: Differences in *Students' Disciplinary Cases as Perceived by Teachers*

SN	Disciplinary Case	Schools' Mean Scores		Significance Sig. (2-tailed)
		Teaching CRE	Not Teaching CRE	
1.	Disciplinary Cases in General	2.36	3.12	0.00*
2.	Premarital Relations	2.16	2.88	0.00*
3.	Dodging from Obligatory tasks	2.33	2.88	0.00*
4.	Sabotage experiences	2.04	2.42	0.02*
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10.	Drug Abuse Experiences	1.58	2.00	0.01*
11.	Bullying	2.02	2.44	0.13*

\*Difference is significant

## B. CITATIONS

- Authors should ensure that all factual/ borrowed ideas from other authors are properly cited and referenced. Every citation must appear in reference list and each reference must be cited in the manuscript.
- Plagiarism cannot be entertained and may lead to rejection of the manuscript. (The journal uses Plagiarism Checker X to check level of Plagiarism)
- As a guide, a returned **percentage** of below 15% would probably indicate that **plagiarism** has not occurred. However, if the 15% of matching text is one continuous block, this could still be considered **plagiarism**. A high **percentage** would probably be anything over 25% (Yellow, orange or red).
- A variety of approaches should be used. For example;
  - a. According to Ndiku, Ngussa and Mbuti (2018), research and innovation are key factors for sustainable development.
  - b. Ndiku, Ngussa and Mbuti (2018) argue/ maintain, postulate/ recommend that research and innovation are key factors for sustainable development.
  - c. Research and innovation are key factors for sustainable development (Ndiku, Ngussa and Mbuti, 2018).
- Citation should strictly use the surname(s) of author(s). Do not insert middle or first name in citations.

## C. SAMPLE OF REFERENCES

### BOOK

Creswell, J. W. (2008). *Educational research: Planning, conducting and evaluating quantitative and qualitative research*. (3<sup>rd</sup>ed.). New Jersey: Pearson Prentice Hall.

### JOURNAL ARTICLE

Kowino, J. O., Agak, J. O., and Kochung, J. E. (2012). The role of teaching Christian Religious Education to the development of critical thinking amongst Kenyan secondary school students in Kisumu East District, Kenya. *International Journal of Academic Research in Progressive Education and Development* 1, 2(5), 113-133.

### THESIS

Aroni, M. A. (2003). *Perceptions on social education and ethics and Christian religious studies in Kenya: A study of secondary schools in Kiambaa Division*. Master of Education Unpublished Thesis, University of Eastern Africa, Baraton, Kenya.

## **SOURCE FROM THE INTERNET**

### **Citing a general website article with an author**

APA format structure:

Author, A. (Year, Month Date of Publication). Article title. Retrieved from URL

APA format example:

Simmons, B. (2015, January 9). The tale of two Flaccos. Retrieved from <http://grantland.com/the-triangle/the-tale-of-two-flaccos/>

### **Citing a general website article without an author**

APA format structure:

Article title. (Year, Month Date of Publication). Retrieved from URL

APA format example:

Teen posed as doctor at West Palm Beach hospital: police. (2015, January 16). Retrieved from <http://www.nbcmiami.com/news/local/Teen-Posed-as-Doctor-at-West-Palm-Beach-Hospital-Police-288810831.html>