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Policy Document

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About the Journal

Sports Sciences and Physical Education Review is a scholarly journal dedicated to the publication of research related to various aspects of sports science and physical education. The journal provides a platform for academics, researchers, and professionals to share their findings and ideas on the latest trends and developments in the field.

The journal publishes original research articles, reviews, and case studies that cover a wide range of topics related to sports science and physical education. Some of the key areas of interest for the journal include sports medicine, exercise physiology, biomechanics, sports psychology, and motor control and learning.

In addition to these areas, the journal also welcomes submissions on topics such as physical activity and health, sport and society, sports coaching, and sport pedagogy. The journal aims to provide a comprehensive overview of the latest research and advancements in these fields, as well as to encourage discussion and debate on issues related to sports science and physical education.

The *Sports Sciences and Physical Education Review* is published annually and is available in both print and online formats. The journal follows a rigorous peer-review process to ensure the quality and accuracy of the research published on its pages. The journal also provides an opportunity for researchers to stay up-to-date with the latest developments in the field through its regular publication of special issues and guest editorials.

Overall, *Sports Sciences and Physical Education Review* is an excellent resource for academics, researchers, and professionals working in the fields of sports science and physical education. With its focus on publishing high-quality research, the journal is an essential read for anyone looking to stay at the forefront of this exciting and dynamic field.

Aims and Scope

OUR AIM

Sports Sciences and Physical Education Review (SSPER) is a peer-reviewed academic journal that publishes original research, and theoretical and review articles in the fields of sports sciences and physical education. The journal aims to provide a platform for scholars, researchers, educators, coaches, and students to share and exchange knowledge and ideas in these areas.

OUR SCOPE

The scope of the journal covers a wide range of topics including, but not limited to, sports training, exercise physiology, biomechanics, sports psychology, sports nutrition, sports sociology, physical education, and motor control. The journal welcomes interdisciplinary research that integrates knowledge from different fields to advance our understanding of sports and physical education.

IN A NUTSHELL

The journal follows a rigorous double-blind peer-review process to ensure the quality and validity of the articles published. It publishes original research articles, reviews, brief communications, case reports, and letters to the editor. The journal is published annually, and each issue includes a variety of articles that contribute to the development and advancement of the field.

Overall, the *Sports Sciences and Physical Education Review* aims to promote the dissemination of knowledge, foster critical thinking, and stimulate scientific inquiry in the fields of sports sciences and physical education. It is an essential resource for researchers, educators, practitioners, and students who are interested in advancing their knowledge and understanding of sports and physical education.

Electronic Access:

Sports Sciences and Physical Education Review (SSPER) is available electronically through Open Journal Systems at <u>https://saturnpublications.com/index.php/ssper</u>

This journal follows the Ethical Codes of the Committee on Publication Ethics (COPE).

Open Access Policy

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According to Budapest Open Access Initiative, making the research publicly available to everyone—free of charge and without most copyright and licensing restrictions—will accelerate scientific research efforts and allow authors to reach a larger number of readers.

In terms of the <u>Sherpa/Romeo</u> color scheme, this is a blue journal which means that the readers/authors can archive post-print (i.e., final draft post-refereeing) or publisher's version/PDF.

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The PKP Preservation Network (PKP PN) was created by PKP to digitally archive OJS journals. The <u>LOCKSS</u> program offers decentralized and distributed preservation, seamless perpetual access, and preservation of an authentic original version of the content. The PKP PN ensures that journals that are not part of any other digital preservation service (such as Portico) can be preserved for long-term access.

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Adhering to the <u>plagiarism policy</u> set by the Higher Education Commission Pakistan, *SSPER* accepts a 19% similarity index in Turnitin reports. To learn more about plagiarism and how to avoid it, visit <u>The Little Book of Plagiarism</u>.

Submissions

Author Guidelines

GENERAL GUIDELINES.

- Manuscripts should be submitted in Word Format only.
- Paper Layout: Use A4 paper size and Margins should be set to 'Normal', and to be set at (3 cm on all sides).
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- Sub-headings: All sub-headings should be 12 font size, *Italics*, bold, and left-aligned.
- Article Text/Content: Times New Roman, 12-size font, line spacing 1.5.

Manuscript Preparation Guidelines

Authors are strongly advised to prepare the manuscript as per the following guidelines; otherwise, it will delay the publication and possible rejection as well.

Submit two files during submission. (1) Main article text where all author details are removed. Also, remove the section of the author's contribution in this main text file. (2) Author Details file that contains full names (remove prefixes like Dr, Prof, Mr, Miss) of all co-authors, institutional affiliation, country, and email of all co-authors. Add the author's contribution section to this file.

Article Components/Headings. Various headings and subheadings of the study may be decided by the authors. The basic article consists of the following headings/subheadings; however, your headings may differ depending on the nature of the study:

Abstract, Introduction, Literature Review, Research Methodology, Data Analysis, Results and Discussion, Conclusion, Area for Future Research/Research Recommendations/Implications, Author(s) Contribution, Acknowledgements, References.

As per new guidelines in **APA** 7th edition writing Language should be inclusive and bias-free such as gender, age, disability, racial and ethnic identity, and sexual orientation, as well as being sensitive to labels and describing individuals at the appropriate level of specificity.

Title. The title of the study should be written in 15 to 20 words. A title should be short, simple, easy to understand, and should be commonly searchable in Google. Don't use a title that never comes to the mind of a reader.

Word Limit. 5000 words and/or above, excluding references.

Authors. No more than 3 authors. All authors have to mention their precise contribution in the article.

Abstract. It should be strictly written within 300 words.

Keywords. 5 to 6 very specific keywords should be given. Take 2 or 3 keywords from the title. Keywords should be commonly Google searchable terms. Each keyword should be separated by a semi-collin (;)

Introduction [500-1000 words]. This section should provide the background of the study. In this section, the author should discuss the research problem and discuss the significance of the study. Provide in-text citations in APA 7th style for all the facts that are presented here.

Literature Review [1000-1500 words]. The review of literature can be written as per the requirement of your study i.e., argumentive, systematic or methodological related to the work of previous researchers. For help, see this link - <u>Literature Review - Writing Guide</u>

A minimum of 30 relevant and recent works (from the year 2015 onwards) should be presented. This section can be merged with the introduction section as well. Here the author can discuss the research gap that this study is going or willing to cover. Provide in-text citations in APA style as follows:

- An earlier study in which motivation and wage rates were compared revealed that ... (Sharon, 2019).
- Sharon (2019) shows how in the past, research into motivation was mainly concerned with ...
- In 2019, research was carried out by Sharon that indicated that.....

Citations. Authors are strongly advised to follow the free link below to generate citations in APA referencing style <u>Free Resource: APA Citation Generator</u>

Methodology [500-1000 words]. *For the quantitative study*: Present the materials, methods, survey, questionnaire, etc. used for the study. The author should explain whether this study is experimental, or review study, or simulation-based or survey-based. Discuss statistical software used during the study. Mention all research conditions, assumptions, and theories followed.

For the qualitative study: Include methodological orientation [grounded theory, discourse analysis, ethnography, phenomenology, content analysis] Sampling [number of participants, method of approach, where the data was collected] Data collection [interview, Audiovisual, field

notes] and data analysis [number of data coders, software, etc.]. To access free resource guidelines for qualitative studies visit- <u>Qualitative Research Criteria</u>, or <u>Qualitative - Writing Guide</u>

Results [500-1000 words]. Presents the data, and the facts – what you found, calculated, discovered, and observed.

Use good quality images and give captions below the image Fig 1:....

The caption for the table should be above the table. Table 1:

[Different tables and figures cannot be used parallelly in MS word page, they must be sequential with proper table/figure name and number, mention the source of each image and table below the figure/table]

Discussion [1000-1500 words]. Provide logical and scientific analysis of the findings of the study. Present evidence to support your analysis by citing the work of earlier researchers or existing theories.

Limitations and Study Forward. The authors should discuss the limitations and gaps of this study and also present study implications, future scope and recommendations of the study.

Acknowledgement. The author should present a list of acknowledgements at the end. Any financial or nonfinancial support for the study should be acknowledged.

Co-authors Contribution. To avoid the possibility of ghostwriting, we suggest all co-authors should clearly mention their sizeable contribution to the article. Simply saying all authors contributed equally will not be accepted.

References. All references should be cited inside the body and hyperlinked with corresponding in-text citations.

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- 4. All references should be cited inside the article at the proper place in APA 7th style.
- 5. You can add a list of further readings and add extra references, websites, and books.

APA 7th edition referencing. <u>APA 7th Referencing Guide</u>

Reference list entries should be alphabetized by the last names of the first author of each work.

Offline Journal article

Harris, M., Karper, E., Stacks, G., Hoffman, D., De Niro, R., Cruz, P., et al. (2001). Writing labs and the Hollywood connection. *Journal of Film Writing*, 44(3), 213–245.

Article by DOI

Gelkopf, M., Ryan, P., Cotton, S., & Berger, R. (2008). The impact of "training the trainers" for helping tsunami-survivor children on Sri Lankan disaster volunteer workers. *International Journal of Stress Management*, *15*(2), 117-135. <u>https://doi.org/10.1037/1072-5245.15.2.117</u>

Book

Calfee, R. C., & Valencia, R. R. (1991). APA guide to preparing manuscripts for journal publication. American Psychological Association.

eBooks

Forsyth, D. (2018). *Probability and statistics for computer science*. Springer Publishing Company. <u>https://www.springer.com/gp/book/9783319644097</u>

Websites

Lawson, J. F. (2019). *The impact of plastic on Indonesian migratory birds*. Department of Conservation. <u>https://www.doc.govt.nz/reports/birds/indonesiaplastic/</u>

Organization Reports

Ministry of Education. (2009). Research ethics in New Zealand: A student guide.

Guidelines - Final Checklist

- To facilitate the blind review process, please ensure that the authors' names do not appear anywhere in the manuscript or in the filename.
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- Authors are to submit their paper electronically through the journal's online submission.
- Where available, DOIs and URLs for references should be provided.
- The articles must be checked through the "Turnitin" software. According to the journal policy, the similarity index of each research article must not exceed 18%.
- The article should contain original thoughts written in lucid English, and in a coherent style. The articles will only be accepted if they are (i) written in the correct English language, (ii) written according to the standards of academic writing.

Peer Review Policy

All manuscripts are subject to double-blind peer review and are expected to meet standards of academic excellence. If approved by the editor, submissions will be considered by peer reviewers, whose identities will remain anonymous to the authors.

Double-Blind Peer Review Process and Manuscript Assessment

Sport Sciences and Physical Education Review (SSPER) follows double-blind peer review, which means that both the reviewer and author's identities are concealed from the reviewers, and vice versa, throughout the review process.

To facilitate this, authors need to ensure that their manuscripts are prepared in a way that does not give away their identity. To help with this preparation, please ensure the following when submitting to *SSPER*:

• Submit the Title Page containing the Authors' details and Blinded Manuscript with no author details as a second separate file via OJS. An email is then forwarded to the corresponding author and an ID is assigned to the manuscript as an acknowledgement.

The Editorial Committee tracks every article received to review it. The Editorial Board comprises an internal committee that primarily works on examining the following in the initial desk review:

- 1. Aims and Scope of the manuscript.
- 2. Structure, Quality, Originality, and formatting of the manuscript.
- 3. Our anti-plagiarism program (Turnitin) scans all articles on submission and during the review process, and the report generated is fully evaluated by the Editorial Team. If the amount of plagiarized text is greater than 20%, the authors are notified and urged to make changes to their manuscript. According to the publication standards adopted by *SSPER* (following the COPE standards), if serious plagiarism is detected in the manuscript content or part thereof, the paper is immediately rejected.
- 4. After a successful desk review, each paper is sent to two independent reviewers for an elaborative blind review.

[The *double-blind review process is* a review process in which manuscripts are sent to the external reviewer(s) without revealing the author(s) identity to ensure independent review and avoid any potential conflict of interest].

Revisions

In cases where only minor or major revisions are recommended, the associate editor requests the author(s) to revise the paper before referring it to the section editor. In cases of conflicting review reports, or where there are one or more recommendations for rejection, the section editor will be requested for their judgment before a decision about revisions is communicated to authors.

Revised versions of manuscripts may or may not be sent to reviewers, depending on whether the reviewer requested to see the revised version. By default, reviewers who request major revisions or recommend rejection will be sent the revised manuscript. All reviewers can access the most recent version of the manuscript via OJS.

Editorial Decisions:

Acceptance decisions on manuscripts are made by the Editor after peer-review once a minimum of two review reports have been received. When making a decision, we expect that the academic editor checks the following:

- 1. The suitability of selected reviewers;
- 2. Adequacy of reviewer comments and author response;
- 3. Overall scientific quality of the paper.

The Editor selects from the following options: Accept in current form, accept with minor revisions, reject and decline resubmission, reject but encourage resubmission, ask the author for revision, or ask for an additional reviewer.

Reviewers make recommendations, and the editor or section editors are free to disagree with their views. If they do so, they should justify their decision for the benefit of the authors and reviewers.

Peer Review Guidelines

Originality

For evaluating originality, peer reviewers should consider the following elements:

- Does the research paper add to the existing knowledge?
- Do research questions, and/or hypotheses are appropriate to the objective of the research work?

Structure

• If the layout and format of the paper is not as prescribed, the reviewers should discuss it with the editor or should include this observation in his/her review report. On the other hand, if the research paper is exceptionally good, the reviewer may overlook the formatting issues. Other times, reviewers may suggest restructuring the paper before publication.

The following elements should be carefully evaluated:

- If there is a serious problem of language expression and the reviewer gets an impression that the research paper does not fulfil the linguistic requirements and readers would face difficulties to read and comprehend the paper. Such a situation would usually arise when the author's native language is not English. The reviewer should record this deficiency in his/her report and suggest the editor for proper editing.
- The data presented in the paper is original or reproduced from previously conducted or published work. The papers which reflect originality are more likely to be given preference for publication.
- The clarity of illustrations including photographs, models, charts, images, and figures is essential to note. If there is duplication, that should be reported in the review report. Similarly, the descriptions provided in the 'results' section should correspond with the data presented in tables/figures, if not then it should be clearly listed in the review report.
- Critically review the statistical analysis of the data. Also, check the rationale and appropriateness of the specific analysis.
- Reviewers should read the 'Methodology' section in detail and make sure that the author(s) has demonstrated an understanding of the procedures being used and presented in the manuscript.

- The relationship between 'Data, findings' and 'Discussion' requires evaluating thoroughly. Unnecessary conjecture or unfounded conclusions that are not based on the presented data are not acceptable.
- The organization of the research paper is appropriate or deviating from the standard or prescribed format?
- Does the author(s) follow the guidelines prescribed by the journal for the preparation and submission of the manuscript?
- Is the research paper free from typographical errors?

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- The reviewer must explicitly write his/her observations in the section of 'comments' because the author(s) will only see the comments reviewers have made,
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- It is helpful for both the editor and author(s) if the reviewer writes a brief summary in the first section of the review report. This summary should comprise of reviewer's final decision and inferences drawn from a full review,
- Any personal comments on the author(s) should be avoided, and final remarks must be written in a courteous and positive manner,
- Indicating any deficiencies is important. For the understanding of editor and author(s), the reviewers should highlight these deficiencies in some detail with specificity. This will also justify the comments made by the reviewer,
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- The reviewers should indicate the revisions clearly and comprehensively and show a willingness to confirm the revisions submitted by the author(s) if the editor wishes so.

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Peer reviewers should:

- Inform the editor if they do not have the subject expertise required to carry out the review and s/he should inform the editor immediately after receiving a request,
- Be responsible for acting promptly and submit the review report on time,

- Immediately inform the editor of any possible delays and suggest another date of submitting a review report, and
- Not unnecessarily delaying the review process, either by prolonged delay in submission of their review or by requesting unnecessary additional data/information from the editor or author(s).

Standards of Objectivity

- Reviews should be objectively carried out with a consideration of high academic, scholarly and scientific standards,
- All judgments should be meticulously established and maintained in order to ensure the full comprehension of the reviewer's comments by the editors and the author(s),
- Both reviewers and author(s) in rebuttal should avoid unsupported assertions,
- The reviewer may justifiably criticize a manuscript, but it would be inappropriate and impressible to resort to personal criticism on the author(s), and
- Reviewers should ensure that their decision is purely based on the quality of the research paper and not influenced, either positively or negatively, by any personal, financial, or other conflicting considerations or by intellectual biases.

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- Reviewers should keep the research paper as a confidential document and must not discuss its content on any platform except in cases where professional advice is being sought with the authorization of the editor, and
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- If there has been an indication for violating the ethical norms in the treatment of human beings (e.g., children, females, poor people, disabled, elderly, etc.), then this should be notified to the editor, and

• If the research paper is based on any previous research study or is a replica of earlier work or the work is plagiarized, e.g., the author has not acknowledged/referenced others' work.

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Authors must disclose and specify any competing interest during the submission process, via declarations in the manuscript submission system. The corresponding author is responsible for providing a declaration on behalf of all authors.

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- A reviewer should not, for the purpose of his/her own research, use unpublished material disclosed in a submitted manuscript, without the approval of the editor,
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- The reviewer must declare any potentially conflicting interests (g., personal, financial, intellectual, professional, political, or religious). In this situation, s/he will require to follow the journal's policies on situations they consider representing a conflict to reviewing,
- A reviewer should be honest to declare conflicts of interest, if, the research paper under reviews is the same as his/her presently conducted study,
- If the reviewer feels unqualified to separate his/her bias, s/he should immediately return the manuscript to the editor without review and brief him/her about the matter.



Dr. TASLEEM ARIF EDITOR, SSPER - SATURN PUBLICATIONS