

Author Guidelines for the International Journal of Educational Leadership Practitioners (IJELP)

1. Scope and Aims

The International Journal of Educational Leadership Practitioners (IJELP) is dedicated to publishing high quality, peer-reviewed research articles, review papers, commentaries/opinions, and case studies that contribute to the field of educational leadership. We welcome manuscripts that provide insights, innovations, and evidence-based practices that enhance leadership in educational settings.

2. Submission Categories

- ❖ **Research Articles:** Empirical studies with robust methodological approaches.
- ❖ **Review Papers:** Comprehensive overviews of current research trends and developments.
- ❖ **Case Studies:** In-depth analyses of specific instances of educational leadership practice.
- ❖ **Commentaries and Opinions:** Thought-provoking perspectives on issues in educational leadership.

3. Manuscript Preparation

- **Language:** Manuscripts must be written in English (UK).
- **Format:** Manuscripts should be submitted as a Word document (.doc or .docx), in 12" font, Arial, and 1.5" line spacing.
- **Length:** Research articles and review papers should be between 5,000 to 8,000 words in length; case studies should be between 3,000 to 5,000 words; in length; commentaries and opinions should not exceed 2,500 words in length.
- **Structure:**

Title Page: Include the title, author's name, affiliations, corresponding author's contact details, and acknowledgements.

Abstract: A concise summary of no more than 250 words. Keywords: Up to five keywords.

Main Text: For research articles, include Introduction, Methods, Results, Discussion, and Conclusion. Adapt sections as needed for other types of submissions.

References: Follow APA 7th edition guidelines.

Tables and Figures: Include tables and figures within the text where they should appear. Tables should be single-spaced. Please do not use vertical lines, nor shading or patterns; hide gridlines. Vertical alignment of cells should be centered.

Please leave two blank lines before the title of the table/figure and two blank lines following the table/figure. For Tables, caption must be on top while for Figures, caption must be below. The Source of the Table/Figure information must be indicated at the bottom of The Table/Figure. Reference must be made to the Table/Figure in the preceding text before the Table/Figure.

4. Referencing Style

All references should be formatted according to the APA 7th edition. In-text citations should follow the author-date format (e.g., Smith, 2020). The reference list should be comprehensive and alphabetically ordered by the authors' last names.

5. Ethical Considerations

- **Originality:** Submissions must be original and not under consideration or previously published elsewhere.
- **Plagiarism:** Manuscripts will be screened for plagiarism. Authors must ensure their work is free of any form of plagiarism. Self-plagiarism will also be considered when authors omit to mention that they use part of their previously published texts or material, and in that case must be limited to no more than 5% of the references. The acceptable similarity index must be under 10%.
- **Conflicts of Interest:** Authors must disclose any potential conflicts of interest.
- **Ethical Approval:** Research involving human subjects must have ethical approval and include a statement confirming this in the manuscript.

6. Submission Process

Manuscripts should be submitted through the IJELP online submission system. Create an account, follow the submission steps, and upload your manuscript along with any supplementary files.

7. Peer Review Process

All submissions undergo a double-blind peer review process. Manuscripts will be evaluated based on their originality, relevance, methodological rigour, and clarity of presentation. The review process typically takes 8-12 weeks.

8. Post-Acceptance

- **Proofs:** Authors will receive proofs for review before publication. Corrections should be limited to typographical errors.
- **Copyright:** Authors must sign a copyright transfer agreement. IJELP permits authors to share their work in institutional repositories and on personal websites.
- **Article Publishing Charges (APC):** Once articles are accepted for publication, the authors are charged a fee before the article is published.

The Editorial Board has set the APC at the very competitive rate of \$200 per article of maximum 18 pages, beyond which additional charges may apply up to a maximum of \$300.

- **Publication:** Accepted articles will be published online and assigned a DOI.

9. Contact Information

For any inquiries regarding the submission process or manuscript preparation, please contact the editorial office at: **Email: ijelp@gmail.com or Phone: +234 802 222 5781, +234 803 876 5552 and +234 803 306 0620.** We look forward to your contributions to the International Journal of Educational Leadership Practitioners.

Thank you for considering IJELP as a venue for your work.