



## Peer-Review Statements

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All of the articles in this proceedings volume have been presented at The International Conference on Teaching, Learning and Technology or ICTLT during 15 November 2023 in IKIP Siliwangi, Cimahi, Indonesia. These articles have been peer reviewed by the members of the Reviewers and approved by the Editor-in-Chief, who affirms that this document is a truthful description of the conference's review process.

### 1. REVIEW PROCEDURE

The review process employed was double-blind, ensuring the anonymity of both authors and reviewers. Each submission was meticulously evaluated by two independent reviewers.

For managing submissions, the conference used I-KAIGI, a specialized conference management system designed to streamline the conference management process.

The overall review process was methodical and thorough. Initially, submissions were screened for general quality and relevance. Following this preliminary assessment, they were forwarded for detailed peer review. This stage involved matching the content of each paper with reviewers who possessed expertise in the relevant subject area, while also considering potential conflicts of interest. To qualify for acceptance, a paper had to garner positive recommendations from both assigned reviewers.

In cases where a submission was initially rejected, authors were given the opportunity to revise and resubmit their work, taking into account the feedback provided by the reviewers. The decision on the acceptance or rejection of a revised manuscript was deemed final. Measures included the recusal of reviewers from evaluating papers authored by individuals with whom they have close associations, thereby avoiding conflicts of interest. Additionally, proactive steps were taken to minimize unconscious bias in the review process, ensuring fairness and objectivity.

### 2. QUALITY CRITERIA

Reviewers were given specific guidelines to evaluate the submissions based solely on their academic merit. The assessment was structured along several key dimensions,

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each carefully chosen to ensure a comprehensive and fair evaluation. These dimensions are listed below in order of their importance, exemplifying the rigorous standards set for the conference:

1. **Relevance to Conference Scope**  
The article must align closely with the conference's themes and objectives. This includes assessing how well the content contributes to the overarching topics of discussion at the conference.
2. **Originality and Innovation**  
The submission should demonstrate a clear sense of novelty, presenting new ideas or approaches. This involves evaluating the uniqueness and timeliness of the research, ensuring that it adds value to the existing body of knowledge.
3. **Methodological Rigor**  
The methods, analyses, and results presented in the paper must be sound and well-substantiated. This includes a thorough examination of the research design, data collection, and analysis techniques.
4. **Ethical Compliance**  
The research must adhere to the highest ethical standards and codes of conduct relevant to its field. This involves ensuring that all research practices were conducted ethically and responsibly.
5. **Clarity and Presentation**  
The paper must be well-written, with clear, cohesive, and accurate language. This includes the effective use of figures and tables to enhance understanding and convey information efficiently.

Additionally, to uphold the integrity of academic work, all submissions were rigorously checked for textual overlap. This was done to detect any potential instances of plagiarism. The publisher employed advanced plagiarism detection tools and also encouraged authors to meticulously reference and cite sources to prevent any unintentional overlap. These efforts reflect the conference's commitment to promoting original and ethically conducted research.

### 3. KEY METRICS

To provide a transparent and quantitative overview of the conference's submission and review process, the following key metrics have been compiled. These figures offer insight into the volume of submissions received, the rigour of the peer-review process, and the overall selectivity of the conference:

|  |       |
|--|-------|
| <i>Total submissions</i>                       | 86    |
| <i>Number of articles sent for peer review</i> | 72    |
| <i>Number of accepted articles</i>             | 33    |
| <i>Acceptance rate</i>                         | 45.8% |

*Number of reviewers* 25

These metrics are crucial for assessing the conference's impact and reach within the academic community. They also provide valuable feedback for future iterations of the conference, informing organizers and participants alike about the level of interest, the rigour of the selection process, and the overall quality of contributions.

#### **4. COMPETING INTERESTS**

This section is dedicated to addressing and documenting any competing interests that may exist or be perceived to exist among the Editor-in-Chief and members of the review body. Recognizing and transparently declaring such interests is crucial to maintain the integrity and ethics of the scientific publication process. Appropriate measures should be implemented to ensure that any potential competing interests do not influence editorial decisions. Here are three examples to illustrate how competing interests might be managed:

##### **1. Competing Interest**

In this scenario, neither the Editor-in-Chief nor any member of the Scientific Committee has declared any competing interests. This indicates a clear and unbiased pathway for managing and reviewing submissions, contributing to the integrity of the editorial process.

##### **2. Personal Relationships**

In cases where personal relationships exist, such as some authors being supervised by the Editor-in-Chief, transparency and appropriate action are crucial. The Editor-in-Chief has recused herself from handling submissions from these authors, delegating them instead to colleagues who do not have personal interests in the outcomes. This ensures an unbiased review process.

##### **3. Financial Interests**

When the conference receives partial funding, which may also be involved in some submitted research, it's important to manage potential conflicts of interest. Authors and reviewers are required to disclose all funding sources. Submissions associated with Acme, Inc. are reviewed by members of the Scientific Committee who have no personal or financial stake in the company, ensuring an impartial review process.

Organizers are encouraged to consult the Publisher's and/or COPE (Committee on Publication Ethics) guidelines for detailed guidance on managing competing interests. In cases of uncertainty, contacting the Publisher for advice is recommended. This proactive approach to identifying and addressing competing interests is essential for upholding the validity of the editorial and review processes.

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