



HIGHER EDUCATION LEARNING AND TEACHING  
ASSOCIATION OF SOUTHERN AFRICA

**Proceedings of the Higher Education Learning and Teaching  
Association of Southern Africa (HELTASA) 2013 Conference**

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## Introduction

The 2013 HELTASA annual conference was held at the University of South Africa from 27 to 29 November. As the Pro Vice Chancellor, Professor Narend Baijnath pointed out, the conference provided an auspicious ending to year-long celebrations which marked UNISA's 140 year anniversary since its founding.

As has become norm with conferences, the event was preceded by workshops at which experts led participants in hands-on and deeper explorations of topics related to teaching and learning in higher education.

The publication of Conference Proceedings is now in its second year of existence. HELTASA members, through the Executive Committee, remain committed to ensuring production of quality papers delivered at its conferences and also support the empowering HELTASA membership with knowledge and skills in academic writing. The rigorous peer review process for papers submitted for publication is a route that has the potential to help HELTASA realise its dreams on peer reviewed publication.

## Peer review process

The peer review process is a method by which scientific work produced by academics is vetted by colleagues. This is a general practice as well as a procedure outlined by the Department of Higher Education and Training as a condition for the recognition and accreditation of conference papers.

The HELTASA peer review process followed several quality management steps that were publicised to all potential authors.

The first step involved the reviewing of abstracts. A team of reviewers helped to ensure that papers that were eventually accepted for presentation at conference had satisfied the basic tenets of a scholarly presentation.

Secondly, feedback was given to all presenters at the conference sessions. Such feedback could be further infused in the manuscripts before submission for a review.

Through the double blind review the author submitted a manuscript to two reviewers who would independently of one another, give the writer feedback. Reviewers would have to state if the paper was publishable, publishable after corrections, or not yet publishable. Authors of papers that are deemed not yet publishable are strongly advised to continue working on the manuscript and to consult fellow HELTASA members.

Revised papers are finally submitted to the Editorial Committee.

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