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INITIAL ACCEPTANCE LETTER

Dear Prof. Keramida Konstantia,
keramidakon@gmail.com

After having carefully evaluated your article titled "**The Role of Time Management in Secondary Education**" and taken the referees' advice into consideration, the editors came to the conclusion that your paper is suitable for publication in our Journal. In order to save time, the referees communicated their opinion to us verbally. As part of our evaluation process, we normally ask the opinion of two referees who are experts in the relevant field of research. The paper is also read by the editor. If both of the referees and an editor concur in their view, their decision is final. We consult a third referee if there is a difference of opinion. In order to expedite the proceeding, which is one of the objectives of the journal, we do not require a full report on the paper from the referees.

The choice of referees and the fact that we require a consensus view between the referees and an editor ensures, however, that the process is as fair as possible. We will include your article in the forthcoming issues of the journal upon receipt of the publication fee.

We would like to remind you that the publication fee for IBBA is \$250. Please pay this amount in full.

PLEASE MENTION THE INVOICE NUMBER: "11434", "Author Names" IN THE PAYMENT DETAILS OF THE TRANSACTION IF YOU ARE MAKING A BANK TRANSFER.

You are required to pay your publication fee so that we can publish your article. Please contact office@frdn.net for payment mode & details in this regard.

We request you to please follow these instructions to avoid any delay in publishing your article:

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1. And do send the payment proof (scanned copy or the online receipt). Unless you send the payment proof & the final copy of your article in MS-Word format, its publication may be severely delayed.
2. Please be advised that no proofs will be sent to you for correction and **any further changes after submission of final version will not be accepted on your article under any circumstances** (except those required due to mistakes in publishing process)
3. Please retain the same subject line "**Invoice No. 11434, IBBA, The Role of Time Management in Secondary Education**" for all the future correspondence for this article. All further enquiries should be directed to the editorial office at office@frdn.net.

Thank you very much for choosing us as an outlet for publishing your research.

Yours sincerely,

Adrian Marcus Steinberg, PhD
Managing Editor