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AUTHORS GUIDE

First: Registration on the Algerian portal of scientific journals

The opening of an account at the Algerian portal of scientific journals ASJP isnecessary to submit papers; Access to the portal website **http://www.asjp.cerist.dz**; You can choose the appropriate language **(Arabic, English or French),** then click on the input box at the top; Then press the button **connection** then **Registration** ; Fill in the required personal data, after completing the registration, the activation mail is sent to the email address that was submitted during registration by the portal.

Second: Instructions to authors

We invite the authors to carefully read and follow these recommendations; The editor has the right to return research papers that have not been submitted in accordance with these recommendations.

Third: prepare the item

To speed up the process of publishing papers in our journal, we invite authors to use the journal template. A template for authors is available in the **Author's Help** section to list their papers. They can download the template from the Instructions for authors section, where they can access this space by visiting: **https://www.asjp.cerist.dz/en/PresentationRevue/435** Then click **Author Instructions** on the left side of the screen.

Fourth: Submit the paper

We invite researchers wishing to publish their papers in the Research Journal to review the following axes: **Author's instructions**. And the **author's guide**. For our reserved area on the Algerian scientific journals platform: **https://www.asjp.cerist.dz/en/PresentationRevue/435**, after obtaining a username and a password; After preparing the paper according to the

downloaded magazine model, it is sent in WORD format by clicking on the **paper submission** icon, a request form appears containing the various data of the paper and the authors: **Language of the 'paper; The title of the paper; Summary; Keywords; The full name of the author; Institution of affiliation; Email (if another author is included in the search, it must be added at this step to add two authors);**

After filling in all the data and uploading the paper file to the platform, click on the icon: **Submit** paper under the information form. **Template**

Fifth: notification of receipt of the paper

If the paper submission process is successful, a message will appear on the screen indicating this; The author receives a notification in his email that he has submitted an paper. And a notice to the second author, if applicable, as confirmation of their participation in the paper.

Sixth: Notice of rejection of the paper

If it appears that the paper does not meet the magazine model –**Template-** and the publication conditions, the author will be informed that the paper has been **rejected.**

Seventh: Paper evaluation

The first step: The paper is reviewed confidentially at the editorial level, where a decision is submitted for the eligibility of the papers before they are sent to the associate editors. If the decision was negative, the paper will be rejected on the platform with the author of the paper informed of the reason for the rejection. The author can resubmit it taking into account the recommendations made.

The second step: In the event that the paper is eligible for evaluation and has been prepared according to the journal model and according to the conditions of publication, it will be sent in an encrypted case to the specialized assistant editor

who will present it to In turn, two reviewers from its network or reviewers directly as the case may be, the reviewers will be responsible for judging the paper according to the form Standardized evaluation is mandatory available on the ASJP platform.

The third step:

. If the reports are positive and allow publication, both reports are sent to the author and the paper is published.

. If both reports are positive with significant reservations, then both reports are sent to the author, who must take into account the proposed recommendations, if any) in terms of form and content.

. When the paper receives a positive response and a negative response, the paper is referred to a third arbitrator for a final decision.

. If both reports are negative and do not permit publication, both reports are sent to the author with a rejection notice and reasons for it.

The Fourth Step: In the case of reservations after receiving the final revised paper accordingly, the paper is revised by the same reviewers to verify that the author has made the recommendations that the reviewers requested. If the author agrees with the recommendations, the paper is published. Permanently.

Eighth: Follow-up of the publication of the paper on the platform.

The author can log into his account on the platform and continuously follow the status of his paper to see the progress of the review and publication process, by clicking on the **papers icon** then clicking on the icon of **submitted papers**; A table will appear with the following paper details: **Title, Submission date, Journal name, Details, Status** The latter (status) goes through several stages as follows:

. **Accept or reject the paper**

. Paper awaiting review

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Return the paper to reviews

The reviewers' decision to accept or reject the paper *and* request a change.

Ninth: publish the paper on the platform and include references.

After accepting the paper, the author receives notification, after which he must log into his account on the platform and include the approved references in the paper according to the framework specified by the Algerian platform of scientific journals ASJP, by following the following steps:

* Click on the **papers icon** then on the **Accepted papers icon**, a table appears with the details of the paper from: **title, publication date, name of the journal, details of the journal, references**.

* To start the process of entering references, click on the **References icon**, then on the **Add a reference icon**

* The type of reference must be determined according to the list of options available to you (essay, forum, thesis, book, site page)

* After clicking on the type of reference, you must fill in all the related information that appears on the screen, then click on the Add icon, and so on until all the references listed in the paper are completed.

* If he has completed the process of listing all references and is sure of it and in the correct manner, he clicks **the Finish icon**. After pressing **the Finish icon**. You have completed the process. (Do not click the Finish icon. Unless you have inserted all the references.) It appears to the editor that you have completed the process of inserting the references in order to verify their accuracy and conformity with the references in the **'paper. After being accepted** by the editor, the paper can be scheduled for publication, and if it is incorrect and not identical to what is in the paper, the editor rejects it and the process is repeated.

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Tenth: Submit the Undertaking

After final acceptance of the paper, a letter of **Undertaking** is sent which can be downloaded from the magazine space of the platform, and this letter is included in a zip file located under the heading "**Author's Guide** The commitment, after completion and signature of the author or authors participating in the research, will be sent to the journal's email address: **abhathsp@yahoo.fr**

Eleven: plagiarism and plagiarism

Scientific plagiarism, in all its forms, constitutes unethical behavior that the journal does not accept. No violation of this rule will be accepted. Any other author's paper plagiarized by our journal will not be accepted.