



Author Guidelines

This guide aims to assist authors wishing to publish their articles in the journal by providing information on the following:

1. Presentation of the journal
2. Preparing an article for submission
3. Article submission procedures via the Algerian Scientific Journal Platform (ASJP)
4. Receipt of the article
5. Article evaluation
6. Article publication

1. Presentation of the Journal

Afkar wa Affak is an international, peer-reviewed, biannual academic journal published by the University of Algiers 2 – Abou El Kacem Saadallah. The journal adopts an open-access policy and allows free browsing and downloading of all its content, with no submission or publication fees. Submitted articles undergo a double-blind peer-review process conducted by specialized reviewers in accordance with scientific and ethical standards that ensure integrity, objectivity, and quality. Established in 2011, the journal aims to promote academic exchange at both national and international levels. It publishes original, high-quality scholarly work in the fields of humanities, social sciences, education, languages, and translation studies, with a particular focus on empirical research while also welcoming outstanding theoretical contributions. Articles may be submitted in several languages, including Arabic, English, French, Spanish, and German. The journal operates under the Creative Commons Attribution–NonCommercial 4.0 (CC BY-NC 4.0) license. Authors retain copyright of their work, while allowing non-commercial reuse provided proper attribution is given. ARCIF currently indexes *Afkar wa Affak* (2025).

Articles must be submitted exclusively via the Algerian Scientific Journal Platform (ASJP) after consulting the Author Guidelines and Publication Instructions. The journal archive can be accessed through the following links:

- <https://afkar-wa-affak.univ-alger2.dz>
- <http://www.asjp.cerist.dz/en/PresentationRevue/221>
- <http://ddeposit.univ-alger2.dz:8080/xmlui/handle/20.500.12387/2452>



2. Preparing an Article for Submission

Before submitting an article, prospective authors are required to consult the journal's page on the Algerian Scientific Journal Platform: <http://www.asjp.cerist.dz/en/PresentationRevue/221>.

Authors should carefully review the following documents:

- The Author Guidelines, which outline submission procedures and article formatting requirements;
- The official article submission template, which specifies the required layout and structure;
- The Code of Ethics for Scientific Publishing, which defines ethical standards, author responsibilities, and the duties of the editorial board;
- Previous issues of the journal, in order to consult and download articles relevant to the proposed research topic and use them as references where appropriate.

Important Notice:

- The submitted article must not be a summary of a thesis or dissertation, a research report, a translated article, or a book review;
- The article must undergo thorough linguistic proofreading of the title, abstract, main text, and references;
- Failure to comply with these instructions will result in the formal rejection of the submission and its return to the author without evaluation.

3. Article Submission Procedures via ASJP

After reviewing the article writing guidelines, submissions must be made through the Algerian Scientific Journal Platform (ASJP) using the following link: <http://www.asjp.cerist.dz/en/PresentationRevue/221>

Authors should click on "Submit an Article."

Paper Submission

- If you already have a username and password, log in and proceed with the submission process.
- If you do not have an account, you must first register on the platform and complete the registration form.

After logging in, the author should access the article submission page and complete the electronic form with all required information, including the title, abstract, and keywords.

- For articles written in Arabic or English, the submission form must be completed in both Arabic and English.
- If the article is written in another language, the form must be completed in the language of the article as well as in Arabic and English.
- Articles must be submitted in Word format.



4. Receipt of the Article

Upon successful submission of the article via the platform, a confirmation message will appear on the screen. The corresponding author will then receive an email confirming that the article has been registered in the list of newly submitted manuscripts. In the case of multiple authors, each co-author will receive a notification confirming their contribution to the article. It should be noted that this confirmation does not imply that the article has been sent for evaluation or accepted for publication. Authors must wait for a subsequent notification following the completion of the preliminary eligibility assessment.

5. Article Evaluation

The submitted articles go through the following stages:

5.1. Preliminary Eligibility Assessment

At this stage, the editorial office conducts an initial screening of the submitted manuscript, including verification of:

- Originality through plagiarism screening using plagiarism detection software. Manuscripts that exceed the journal's acceptable similarity threshold or contain evidence of plagiarism or unethical citation practices are rejected without proceeding to editorial evaluation or peer review.
- Compliance with the journal's publication rules and submission procedures; the accuracy and relevance of the title to the manuscript's content; and the linguistic quality of the abstract, main text, and references.

Following this preliminary assessment:

- If the manuscript is deemed eligible, the author receives a notification confirming that it has been accepted for peer review.
- If revisions are required prior to peer review, the author receives a notification specifying the required changes.
- If the manuscript is rejected at this stage, the author receives a notification accompanied by the reasons for the decision.
- Compliance with publication rules and submission procedures, the accuracy of the title and its relevance to the article content, and the linguistic accuracy of the abstract, main text, and references.
- If the article is deemed eligible, the author receives a notification confirming that the manuscript has been accepted for peer review;
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- If the article is rejected at this stage, the author receives a notification accompanied by the necessary justifications.

5.2. Peer Review Evaluation

- Articles are subject to double-blind peer review conducted by at least two experts who do not belong to the same institution;
- The author receives the evaluation outcome, which may include acceptance, a request for minor or major revisions, or rejection with justification;
- In the case of revision requests, the author is required to implement the requested changes and resubmit the revised version via the platform within the specified timeframe;
- An article is accepted for publication only after all reviewer and editorial requirements have been fully met;
- A publication acceptance certificate is issued only after all required revisions have been completed and the reference list has been duly entered through the author's personal ASJP account;
- The author receives an official notification confirming acceptance for publication.

6. Article Publication Stage

- An article is scheduled for publication only after it has been officially registered in the list of accepted articles;
- To complete this registration, the author must enter all references and sources used in the article via their personal ASJP account, one reference at a time, then save and finalize the process;
- The Editor-in-Chief verifies the accuracy of the reference entry process and makes the final confirmation decision;
- Authors must respect the deadlines set for reference entry to avoid cancellation of acceptance;
- Upon confirmation, the article is included in the list of articles scheduled for publication in forthcoming issues;
- Once the article is published, the author receives a notification through their personal account.