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## **Introduction**

In the name of Allah, the Most Gracious, the Most Merciful. Peace and blessings be upon the Prophet and messengers Muhammad, and upon his family, and his companions. With the great pleasure and gratitude, we are pleased to announce the publish of the **volume (zero) issue** of (*Al-Itqan Journal for Human Sciences*). The journal has recently published a remarkable collection of scientific and academic research papers and articles in the latest issue includes number of diverse and impressive researches and articles in humanities disciplines to cover various topics in languages, Qur'anic interpretation, law, media, economics, science and educational studies to enrich the university libraries with plethora of valuable contributions and serving knowledge as well as scholars in our country.

The journal is supervised by group of professors from Iraqi, Arab, and international universities, representing various disciplines in the human sciences. All the published papers have undergone scientific and linguistic peer review by experts in the field and were screened using the electronic plagiarism program ( *Turnitin* )to ensure academic integrity. The journal's team and editorial board are striving to get the journal indexed in international academic databases by obtaining the **International Standard Serial Number (ISSN)**, the **legal deposit number** from the Iraqi National Library and Archives, and by pursuing registration in platforms such as , DOI, Dar Almandumah, as well as the published papers are registrate in , and platforms such as **DOI**, Dar Almandumah, **DOAJ**, **COPE**, **INFO ISI**, and **EBSCO** .

praise be to Allah,

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**Ministry of Higher Education and Scientific Research  
Iraqi Qur'an Sciences Association  
Al-Itqan Journal for Human Sciences**

**Publication Requirements in the Journal**

- 1) The magazine specializes in publishing valuable and original scientific researches in the fields of humanities, which has not been previously published or submitted to another entity (with a written undertaking signed by the author and sealed by the affiliation of the researcher ) and within the magazine's topics, on the condition of adhering to the methodology of scientific research and its commonly accepted steps locally and internationally. The journal accepts researches in either Arabic or English (with a specified percentage).
- (2) Received research is subject to the Turnitin electronic plagiarism detection program, and the researcher bears the financial fees.
- (3) All researches sent to the journal is subject to preliminary examination by the editorial board to determine its suitability for the magazine's specialization, and then to determine its eligibility for peer review. The editorial board has the right to reject the research or to require the researcher to modify it in accordance with the journal's policies before sending it to the reviewers.
- (4) It is necessary to ensure linguistic accuracy, taking into account punctuation marks, style, and the clarity of the idea. The researcher is responsible for the linguistic accuracy of the submitted research (in both Arabic and English).
- (5) The research is sent for blind peer review by experts in the field before publication, to ensure its scientific validity, objectivity, rigor, and documentation (according to an approved form). The editorial board is not obliged to disclose the names of the reviewers, and research that includes any indications revealing the identity of the researcher will be rejected.
- (6)To ensure complete confidentiality of the peer review process, the researcher's personal information or the identity of the researchers should only be included on the first page of the research.
- (7) The researcher is obligated to make substantial revisions proposed by the reviewers.
- (8) The editorial board has the right to reject the research and decide not to deal with the researcher in the future upon discovering anything that contradicts the required scientific integrity it.
- (9) Copyright and publication of the research shall be transferred to the journal upon notifying the author of its acceptance for publication. It is not permissible to reproduce it without referring to our journal, and the author or any other party

cannot republish it in a book, newspaper, or journal without obtaining written permission from the editor-in-chief.

(10) No remuneration is paid to researchers for peer-reviewed research accepted for publication in the journal. The editorial board offers a special reward to the reviewers.

(11) Adopts a diverse documentation mechanism, accepting research papers with documentation in footnotes (either on the same page or at the end of the research), as well as accepting research papers with in-text documentation using the internationally recognized APA style.

(12) The journal also accepts field or laboratory research, the researcher should provide an introduction that explains the nature of the research and its importance, identify the research problem in the form of questions or hypotheses, define terms, and provide a section on procedures that discusses the research plan, population, sample, and tools. Additionally, a section should be dedicated to the results and their discussion, followed by a reference list.

(13) No researcher is allowed to publish more than one research article in a single issue of the journal, whether submitted individually or as a co-author.

(14) When a research published, the author will receive a sealed copy of their research.

(15) The editorial board reserves the right to prioritize topics for publication, taking into consideration the balance of the journal, the order of submission after evaluation, and other considerations. The arrangement of research articles in each issue must comply with the technical criteria established in the editorial plan.

(16) The published researches represent the views of their authors and do not necessarily reflect the opinions of the editorial board.

(17) Correspondence related to the journal should be sent to the journal's postal address (dr\_salam1977@yahoo.com).

(18) Finally, the editorial board emphasizes the importance of adhering to objective and respectful research, avoiding all forms of attack or infringement on symbols and personalities. The journal refrains from publishing topics that touch on sacred matters or those that promote sectarianism and anything that generates division and threatens social peace.

### **Author Guidelines**

1. The research is submitted to the journal management through an official, stamped request, based on the researcher's affiliation, accompanied by a prior written (approved form).

2. The researcher submits three printed copies of the bound on one side, on A4 paper. The page margins should be set at 2.5 cm on all sides, using( Simplified Arabic )font size 14 for the body text and size 12 for the margins. The main title should be in bold font size 16, and headings should be in bold font size 15. If the research is written in English language it should be written in (Times New Roman) font.

3. The research should not exceed twenty-five pages, including references, footnotes, tables, figures, and appendices. The researcher will be charged three thousand dinars for each additional page, up to a maximum of thirty-five pages.
4. The researcher must sign the declaration confirming that the research has not been previously published or submitted for publication to other entities, and that it will not be submitted for publication elsewhere until the arbitration process is completed.
5. The researcher commits to providing an electronic copy of the research on a computer disk (CD) after making all required revisions and the research is accepted for publication in the journal.
6. A concise and accurate summary in both Arabic and English is required in the research, not exceeding one page.
7. The researcher should provide the fees for the experts and publication in cash, according to the approved legal procedures of the financial department.
8. The researcher will receive a serial number for their research, which will include the date of submission. They will subsequently be informed of the procedures that have been carried out.
9. If the researcher uses any research tools in tests or data collection, they must provide a complete copy of that tool if it has not been published within the research or its appendices.
10. The journal's editorial board sending the research to two evaluators (by appointment letter - approved form). The evaluation of the research should be completed within a maximum of fifteen days. If not, the evaluator should provide their apology within a week. When the scientific evaluation is positive (agreed upon by at least two evaluators), then it'll be send be the linguistic reviewer for linguistic evaluation.

### **Reviewer Guidelines**

Below are the conditions and requirements that should be considered by the reviewer for submitted research papers:

1. filling a research evaluation form (attached Form No. 4) that includes the following:
  - A paragraph regarding the research topic, whether it has been studied before according to your knowledge, and whether there is any direct quotation (indicate if found) or plagiarism with the location of the plagiarism.
  - A detailed technical evaluation table consisting of 24 specific items formulated according to a scale of three options: good (3), acceptable (2), weak (1). The expert should mark one option based on their judgment of the content of each item and should not leave any item unanswered.
  - A specific section for the expert's comments on the details of the research or its general fundamentals (scientific or methodological) for the benefit of the researcher.
  - Evaluation summary related to the eligibility of publication according to three options: eligible for publication, eligible after making amendments, or not eligible for publication, based on the specified criteria in the form.

- A designated section for documenting the reasons for the research's lack of eligibility for publication if deemed so by the reviewer.
- 2. The reviewer should ensure the linguistic compatibility and alignment between the Arabic and English abstracts and propose any necessary amendments.
- 3. The reviewer should indicate whether the tables and diagrams used are clear and expressive.
- 4. The reviewer should indicate whether the researcher followed the correct statistical approach.
  
- 5. The reviewer should express the opinion on the discussion of the results, whether they are sufficient and logical.
- 6. The reviewer should determine the extent of the researcher's use of scientific references.
- 7. The reviewer may provide a separate sheet suggesting major amendments for accepting the research.
- 8. The expert's signature on the form represents a written commitment that they have scientifically evaluated the research according to objective criteria and that the research deserves the obtained evaluation. Their full name should be recorded in the form.

## **Peer-Reviewed Process Regulations**

### **1. General Regulations**

- Confidentiality: The journal maintains the confidentiality of both reviewers and authors throughout the review process to ensure objectivity. The double-blind review system is commonly used.
- Neutrality and Integrity: Reviewers must evaluate all papers with complete neutrality and without any intellectual, personal, or institutional bias.
- Scientific Originality: Any paper that is plagiarized, duplicated, or previously published elsewhere will be rejected. A plagiarism rate below 15% is required.
- Specialization: Each paper is assigned to reviewers who are specialists in the same field to ensure a precise academic evaluation.
- Adherence to Deadlines: Reviewers must complete their evaluations within the set timeframe (usually two to four weeks).

### **2. Reviewer Selection Regulations**

- The reviewer must hold an academic title of at least Assistant Professor in the same specialization.
- The reviewer should have a record of published research in the field of specialization.
- There must be no direct relationship between the reviewer and the author (such as prior supervision or joint publications).
- The journal reserves the right to disqualify a reviewer who fails to meet standards or deadlines.

### **3. Paper Evaluation Criteria**

- Originality: The novelty and contribution of the topic to knowledge.

- Clarity of Problem and Objectives: Accuracy in defining the research problem and objectives.
- Scientific Methodology: The appropriateness of the research method for the topic.
- Results Analysis and Discussion: Accuracy in presenting and discussing results.
- Language and Style: Clarity, coherence, and academic precision.
- Documentation and References: Compliance with a recognized citation style and relevance of sources.
- Scientific and Practical Value: The usefulness and applicability of the findings.

#### **4. Final Decision Regulations**

- Accept the paper for publication as it is.
- Accept with minor revisions.
- Reconsider after major revisions.
- Reject the paper with detailed scientific justification.

#### **5. Ethical Regulations of Review**

- Reviewers must not use any part of the reviewed paper for personal or research purposes.
- Reviewers must not discuss or disclose the paper's contents to others.
- Reviewers must declare any conflict of interest before starting the review.
- Authors must respond to reviewers' comments with respect and scientific evidence.

#### **6. Publication Approval Regulations**

- After completing all review stages and required revisions, the Editor-in-Chief issues the final acceptance decision.
- The paper is assigned a serial number and a Digital Object Identifier (DOI) for indexed journals.
- The author receives an official acceptance notice and a publication approval certificate.

Author's Statement

I /we the authors and researchers

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