

## **Instruction to Authors**

The authors are advised to read these notes before preparing the papers they intend to submit for publication in this Journal.

A written acknowledgment of receipt will be sent to the authors. All papers submitted to the Editorial board will be reviewed by two referees whose remarks are to be sent to the authors for modifications and/or reply.

Some sections will be reserved for summaries of reviewed scientific books and researches as well as scientific comments and correspondences that contribute to the advancement of the scientific and academic value of the Journal.

### **SPECIFICATIONS OF THE PAPERS**

1. The publication will be in Arabic. However, papers in English may be accepted as an exception. The authors are requested to follow the example of a published issue of the journal while preparing their manuscripts.
2. Papers should be typed on one side of A4 (21 x 29.7 cm) paper, double spaced with margins (3.5 cm) on all sides.
3. Original text should be sent alongwith 2 copies of the paper including tables and figures.
4. Each paper in Arabic should include an abstract in Arabic following the name and address of the author, and an English abstract, including the title of the paper, and name and address of the author, on a seperate page immediately following the bibliography. Papers in English, however, should include an English abstract following the name and address of the author and an Arabic abstract, including the title of the paper and the name and address of the author on a seperate page immediately following the bibliography. In any case the abstract should summarize, in 200 words at most, the main facts and conclusions of the paper.

5. Footnotes should be avoided.
6. The metric system should be used in addition to standard abbreviations and Arabic numerals (0,1,2,3,4,5,6,7,8,9).
7. Tables, drawings, figures, and half – tones should all be prepared in the papers and all saved on CD.
8. **References:** The references used in the text should be numbered sequentially according to authors names. A list of references should be written at the end of the paper according to the numbers as follows:

**Books:** Family name, initials of first name, title (edition), place of publishing, publisher, year, page .

The names of all authors are to be mentioned. Details of reports published by international institutions, proceedings of conferences, university thesis etc....are to be written down to avoid confusion. Authors should refer to a published issue of the journal to get acquainted with these rules.

**Proceedings of conferences and seminars etc.:** family name of the author, initials, title of the paper, title of the proceedings, editors, publisher, place of publishing, year, page.

**Thesis:** Family name of the author, initials, title, names of faculty and the university, year, page, (M.Sc or Ph.D. unpublished).