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Authors' guide

Instructions for Authors

Thank you for choosing to submit your paper to us. These instructions ensure that we have everything required for your paper to smoothly pass-through peer review, production, and publication. Please take the time to read and follow them as closely as possible, as this will ensure that your research paper meets the journal's requirements.

Peer Review

The journal is committed to the integrity of the peer review process and upholding the highest standards of review. Once your research paper has been assessed for suitability by the editor, it will then be subjected to double-blind peer review by independent and anonymous experts.

(Read our guidelines on publication ethics).

Research Paper Settings

A-Structure

Your paper should be assembled in the following order:

Title page; Abstract; Keywords; Introduction; Main Text; Results and Discussion; References; Appendices (if applicable).

B-Word Limits

The paper should not exceed 5000 words or 20 pages. If the number of pages exceeds this limit, an additional fee of £50 for Egyptian authors, or \$5 for non-Egyptian authors, will be charged for each extra page, up to a maximum of 10 additional pages.



C- Reference Guide

Please use this reference guide when preparing your paper.

1- Title Page

- **Title:** The title page should first contain the title of the research paper, which must be clear, concise, and accurately reflect the content of the research.
- **Author Information:** The first page (**cover page**) should include all relevant details of the author(s) conducting the research, including: name, current position, university affiliation, telephone number, correspondence address, and email address to facilitate contact.
- **ORCiDs:** Please also include **ORCiDs** where available.
- **Corresponding Author:** Clearly indicate the first author or the corresponding author who will handle correspondence. This is typically the main author listed first.
- **Email Addresses:** It is preferred to include email addresses for all authors, especially the corresponding author's email.
- **Corresponding Author Identification:** The corresponding author is usually indicated by an asterisk or another symbol.
- **Anonymity in Review Process:** The full names of the author(s) should only be included in the separate title page file to ensure anonymity during the review process.

2-Title Requirements

The research title should not exceed 12 words and must be centered at the top of the page, using **14pt bold Times New Roman** for English titles and **16pt bold Times New Roman** for Arabic titles. The title should be specific and clearly reflect the content of the research paper.

3. Author Information

Author details should be written below the research title (in the final revised version edited by the journal's editorial board) and centered at the top of the page using **11pt italic Times New Roman**. Please also include **ORCiDs** where available.

4. Abstract

The abstract is a concise summary of the research study's content, results, and significance. It is a crucial part of the research paper as it may be the only part many readers will read to understand the study's content without reading the entire paper.

The abstract should include:

- A brief introduction: explaining the study's purpose and importance.
- The topic and research problem: indicating what the research is about and the problem it addresses or the research question it answers.
- Methodology and approach: explaining how the data was collected and analyzed, and any procedures undertaken during the study.
- Conclusions and recommendations: providing a brief interpretation of the results and key recommendations derived from the study.

The abstract should consist of no more than **250 words**, formatted in **11pt italic Times New Roman**. Abstracts in both Arabic and English should be included with the research paper.

5. Keywords

After the abstract, include 6 keywords separated by semicolons (;), formatted in **11pt italic Times New Roman**.

6. Introduction

The introduction should provide the scientific background of the research topic, the problem, and the objectives, clearly and concisely.

The introduction consists of several parts:

- Preparing the topic: starting with a general statement highlighting the overall context and importance of the topic.
- Presenting the research problem: explaining the problem the research aims to solve or the question it seeks to answer.

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- Purpose of the study: clarifying the general aim of the research and what it seeks to achieve.
- Significance of the study: discussing the importance of the study topic and its potential impact on the research field, society, or practical applications.

7- Text

The research should be written in separate sections, each beginning with a main title and subtitles. Each main title should be numbered as **1., 2., 3., etc.**, until the end of the research. Subtitles should be numbered according to their position relative to the main title they belong to, such as **1.1, 1.2,** etc. All main and sub-titles should be formatted in **13pt bold Times New Roman.**

The research paper should be prepared in a single column, printable format with **A4 size** (21x29.7 cm), with margins (top 4.5 cm, bottom 2.54 cm, sides 2.54 cm). The final revised research paper should be single-spaced and preferably in 12pt Times New Roman for the main text.

8- Figures

Figures refer to photographs, illustrations, diagrams, etc. They should complement the text rather than replace it and help clarify points that are difficult to explain textually. Avoid unnecessary or redundant figures. Figures should be of high quality (1200 dpi for line art, 600 dpi for grayscale, and 300 dpi for color, in the correct size). They should be provided in one of the following file formats: **JPEG, GIF,** or Microsoft Word (**DOC or DOCX**).

Insert the figure and its data in a Text Box with 'No outline' selected. Write the figure number in bold (**Figure 1**), followed by its data directly below the figure in **10pt italic Times New Roman.** Leave a one-line space between the figure and its data and between the data and the main text. Figures should be referred to in the main text (**Figure 1**).

9. Tables

Table data should be above the table, not below as with figures. If the table contains data sourced from other references, these sources must be clearly stated below the table or in the comments. Insert the table and its data in a Text Box with 'No outline' selected. Create a live table with editable data; image tables or any table format that does not allow data editing are not permitted.

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Write the table number in bold (**Table 1**), followed by its data in **10pt italic Times New Roman**. Leave a one-line space between the table and its data and between the data and the main text. Tables should be referred to in the main text (**Table 1**).

10- Formatting

Submit the research paper in **WORD** format to allow the editorial board to adjust the settings.

11. Citations and References

The journal uses the **APA** reference style. More information on the reference style can be found at <https://apastyle.apa.org> **APA Style**. Use the end-of-paper references (**not footnotes**), utilizing Word's automatic feature to insert superscript numbers. References should be listed at the end of the research in the order they appear in the text.

"Place the quoted paragraph within double upper quotation marks inside the main text" in italic.

After the quoted paragraph, place the author's last name, publication year, and relevant page number in parentheses.

Example:

"Interior architects are required to learn to envision then to represent spatial solutions using tools or mediums to represent their ideas so the client and end-user can see the translation of them into some form of 'reality" (Mcauliffe 2021 p. 211)1

12. Plagiarism Check

Research submitted for publication must be original and not previously published in other journals or as part of another research or book chapter. The journal checks papers for unoriginal content. By submitting your paper to the journal, you agree to plagiarism checks during the review and editing processes. Failure to properly cite sources constitutes plagiarism, which can negatively impact the credibility and scientific reputation of the author, resulting in the rejection of the paper or future submissions.

13. Language Accuracy

The research must be linguistically accurate (both in writing and meaning).

14. Submission Timelines

- 15 days for initial feedback on the research format.
- 30 days for review after the first modification and sending for peer review.
- 15 days for author modifications after peer review.
- 15 days for publication after receiving the revised research.

15. Acceptance Rate

The acceptance rate is **70%**.

16. Publication Fees

You will be required to pay a publication fee of **1000 EGP** for Egyptian authors and **500 EGP** for authors affiliated with Pharos University. Non-Egyptian authors are required to pay **100 USD**.

17. Responsibility

All responsibilities related to the published research lie with the author, and the journal assumes no liability for the content published. Relying on non-academic sources such as many encyclopedias and forums on the Internet is not allowed. Rejected papers will not be returned to their authors, and the journal retains all publishing rights. Written permission is required before republishing any material published by the journal. Papers are published in the order they are accepted.

The journal welcomes the submission of scientific articles by specialized professors and contributions from researchers in reviewing books, studies, and recent articles in both Arabic and English.

18. Copyright

You will be required to sign a copyright transfer agreement to grant the journal exclusive rights to publish and disseminate your research.

Editor-in-Chief

Prof. **Essam Metwally**

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Faculty of Arts & Design - Pharos University - Egypt.*