Author's Guide

1.Authors' submission of articles:

Authors who wish to publish their articles in the "**Economic and Management Research Journal**" are invited to send them exclusively to our reserved space on the Algerian scientific journals platform:

https://www.asjp.cerist.dz/en/PresentationRevue/101

(Articles sent to the journal's e-mail address are not accepted)

After view the sections: "Authors Instructions" and "Authors Guide". The article is then sent in "Word format" by clicking on the "Send Article" at the left of the screen.

In order for authors to submit their papers, they must have an account on the ASJP platform.

The authors who do not have an account, they need to register at:

https://www.asjp.cerist.dz/signup

N.B: Authors are required to register and log in to submit their articles online as well as to check the status of articles.

2. Author guidelines:

- Authors are invited to read and follow the recommendations carefully (especially with regard to publishing rules and putting the article in the required template).
- The Editor-in-Chief has the right to send back the research papers that do not seem to respect these instructions and recommendations.

3. Article Evaluation Process:

3.1. Step one:

The article would be examined secretly at the level of the reading committee of the Journal. This committee meets regularly and intervenes in the pre-evaluation stage. The committee takes a decision to qualify the articles before sending them to the assistant editors. If the decision is negative, the article will be rejected on the platform and the author will be informed of the reason for the rejection. The author can resubmit it taking into account the recommendations made.

> N.B: If the publish conditions are not respected, the article is returned to the author to make the necessary modifications.

3.2. Step two:

Provided that the article is eligible for the evaluation (prepared according to the journal template and under the terms of publication), it will be sent in an encrypted state to the Associate Editor, who in turn will submit it to two reviewers on its network. The reviewers will be responsible for judging the paper according to a standardized evaluation form available on the ASJP platform.

> N.B: The Associated Editor can also evaluate the article if he desired. The secretary of Journal provides the link between the authors of the articles and the Associated Editorials.

4. Period of Evaluation of Articles:

The evaluation period takes 30 days, but reviewers take an average of two months to send evaluation results to the journal secretariat.

5. Status of Articles Evaluation:

When the draft article receives a positive opinion and another negative, a third assessment is requested from another reviewer, taking into account its origin, nationally or internationally.

6. Preparation of the Article:

To speed up the publication of articles in the "Economic and Management Research Journal", we invite authors to use the Journal template. The template can be downloaded from the author Instructions" section, in the journal space at the left, the authors can access this by visiting:

https://www.asjp.cerist.dz/en/PresentationRevue/101

7. See the Author's Guide File:

By clicking on the "**Author's Guide**" icon, a zip file is uploaded. This file is a guide to the author of the article explaining the process of sending the article. It also includes the copyright of the Journal and contains a letter of undertaking in which the author of the article explains that the intellectual property belongs to the Journal only.

8. Send the article:

After preparing the article according to the template of the Journal that was downloaded, and see the author's guide, the "Send Article" icon is clicked. An application form containing the various data for the article and authors appears including: Language of the article, Paper title, Abstract, Keywords, Full name for author, Institution, Email, (A second author can be added), Proposal of reviewers.

After filling out all the data and uploading the article file on the platform, clicked the "**Send Article**" icon at the bottom of the information form.

9. Notification of Receipt of an Article:

If the article submission process is successful on the platform, a message appears on the screen showing that. At a certain stage, the author will receive in his email a notice of the submission of an article, and a notice to the second author in his email as a confirmation of participation in the article.

10. Notice of Rejection of the Article:

If it turns out that the article does not respect the template of the review and the conditions of publication. The author will be notified that the article has been rejected.

11. Follow-Up of the Position of the Article on the Platform:

The author can enter his account in the platform and follow the status of his article stage by stage by clicking on the icon: "**Articles**" and then by clicking on the icon: "**Sent Articles**" will show a table that details the article from:

Address; Date of Article submission; Journal Name; Details; Status.

12. Plagiarism Policy:

Scientific theft, in all its forms, constitutes immoral behavior for the Journal. No breach of this rule is accepted. No other article will be accepted for the author who has been impersonated by our review.

On the next page you will find an outline of the author's guide

Access to the Algerian Platform for Scientfic Journals (ASJP)
Link: **https://www.asjp.cerist.dz/en**

Search for "Economic and Management Research Journal" in the scopes of the Journals
◁ Button economy, econometrics and finance. Or directly:
https://www.asjp.cerist.dz/en/PresentationRevue/101

You need to register on the platform and open an account at:
https://www.asjp.cerist.dz/signup

Sent the article in Word Format and according to the conditions of publication from the appropriate site "sent article" on the left in journal space.

Following receiving and evaluation stages via account platform ASJP.

Article complying with the conditions of publication.

An article that does not comply with the conditions of publication.

Delete all information related to the author of the article and give a secret number for the article, and send it to the reviewers.

Return the article to the author and inform him the reasons that did not accept it, to modify it according to the conditions.

Second reviewer

first reviewer

Decision

Decision

Rejection

Refuses to publish the article and then informing its author.

Rejection

Acceptance

The publication of the article accepted:
1. The article is published without amendments;
2. Accepted and published after giving the author a period of amendments.

Acceptance

Rejection

The article will be sent to a third reviewer, and his opinion will determine the final decision.

Acceptance