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Manuscript Title

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عنوان البحث (باللغة العربية)

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Received: ….-….-….; Accepted: …-…-….; Published:…-…- …..

Abstract (heading: Times New Roman, 12-point, Bold; text: 11-point, 1.15 line spacing)
The abstract should be written as a single paragraph that briefly presents the research problem or topic, objectives, methodology, key findings, and main conclusions. It should be clear, concise, and self-contained, and should not include references, tables, figures, equations, or undefined abbreviations.
Abstract length: 150–250 words.

Keywords: 3–5 keywords should be provided and separated by semicolons (;).

الملخص
يُكتب الملخص في فقرة واحدة، بحيث يوضح بإيجاز مشكلة البحث أو موضوعه، وأهدافه، ومنهجيته، وأبرز النتائج، وأهم الاستنتاجات. يجب أن يكون الملخص واضحًا ومختصرًا، وألّا يتضمن مراجعَ أو جداولَ أو أشكالًا أو معادلاتٍ أو اختصاراتٍ غيرَ معرّفة.
عدد كلمات الملخص: من 150 إلى 250 كلمة.

الكلمات المفتاحية: تُدرج من 3 إلى 5 كلمات، ويُفصل بينها بفاصلة منقوطة (؛).

Manuscript Title and Author Information

- The manuscript title should be written in Times New Roman, 14-point, Bold.
- The Arabic title should be written in Times New Roman, 14-point, Bold.
- Author names should be written in Times New Roman, 12-point, Bold.
- Department, faculty, university, city, and country should be written in Times New Roman, 12-point, Regular.
- Authors from the University of Zintan are required to use their official university email address; this requirement does not apply to authors from outside the university.

Abstract and Keywords

English Abstract

- The “Abstract” heading should be written in Times New Roman, 12-point, Bold.
- The abstract text should be written in Times New Roman, 11-point, with 1.15 line spacing.

- The English abstract should faithfully reflect the content of the Arabic abstract.

Arabic Abstract

- The Arabic abstract heading should be written in Times New Roman, 13-point, Bold.
- The abstract text should be written in Times New Roman, 12-point, with 1.15 line spacing.

Common Rules for Both Abstracts

- Each abstract should be written as a single paragraph of 150–250 words.
- The abstract should briefly present the research problem or topic, objectives, methodology, key findings, and main conclusions.
- The abstract should be clear and concise, and should not include references, tables, figures, equations, or undefined abbreviations.
- Each abstract should be followed by 3–5 keywords, separated by semicolons: (;) in English and (؛) in Arabic. The keyword labels in both languages should be written in Bold.

Main Text

- The main text should be written in Times New Roman, 12-point font, with 1.15 line spacing and justified alignment.
- The manuscript should be prepared on A4 paper, with 2 cm margins on all sides.
- The manuscript should not exceed 25 pages, including tables, figures, appendices (if any), and the reference list.
- Paragraphs should be presented consistently, with appropriate punctuation and correct academic language.
- Numbers, units, and scientific symbols should follow the International System of Units (SI) where appropriate to the nature of the research.
- Formatting of fonts, headings, and paragraphs should be consistent throughout the manuscript.
- When an abbreviation is used for the first time, the full term should be written followed by the abbreviation in parentheses; the abbreviation may then be used throughout the manuscript.
- If the manuscript contains appendices, they should be placed after the reference list and numbered consecutively (Appendix A, Appendix B, etc.).

Headings

- Research headings should be divided into main headings and subheadings according to the logical sequence of the manuscript.
- Main headings should be written in Times New Roman, 13-point, Bold, and numbered consecutively (1, 2, 3).
- Subheadings should be written in Times New Roman, 12-point, Bold, and numbered according to the main heading (1.1, 1.2, 1.3).
- When a third level of headings is required, it should be written in Times New Roman, 12-point, Bold, and numbered as follows: 1.1.1, 1.1.2.
- All headings should be left-aligned and formatted consistently throughout the manuscript.
- Spacing should be applied without blank lines: main headings 6 pt before and 3 pt after; subheadings and third-level headings 3 pt before and 0 pt after.

Basic Rules for Figures

- Figures should be numbered consecutively throughout the manuscript (Figure 1, Figure 2, ...).

- The figure caption should be placed directly below the figure, in Times New Roman, 11-point font.
- Each figure should be referred to in the text before it appears.
- Figures must be clear and of high quality.
- If a figure is reproduced or adapted from another source, the source must be cited.

Example of figure placement:



Figure 1: Journal Logo

Basic Rules for Tables

- Tables should be numbered consecutively throughout the manuscript (Table 1, Table 2, ...).
- The table title should be placed directly above the table and written in Times New Roman, 11-point, Bold.
- Each table should be referred to in the text before it appears.
- Text inside tables should be written in Times New Roman, 11-point font, with cell content aligned appropriately to the nature of the data. A 10-point font may be used when necessary for large or content-dense tables.
- Tables should have a clear and simple design, with consistent formatting throughout the manuscript.
- Grayscale shading should be used in table formatting.
- If a table is reproduced or adapted from another source, the source must be cited according to the journal's adopted referencing style.

Table 1: Percentages of Indicators

Indicator	Percentage %	Description
Indicator One	75.5%	Description of Indicator One
Indicator Two	82.3%	Description of Indicator Two
Indicator Three	68.1%	Description of Indicator Three

Basic Rules for Equations

- Equations should be written using the Word equation editor and should not be inserted as images.
- Equations should be numbered consecutively in parentheses (1), (2), and referred to in the text by their numbers.
- Symbols and units should be defined when first used.

References

- The journal adopts a referencing style according to the scientific discipline: humanities research uses the American Psychological Association (APA) style, 7th Edition; applied sciences research uses the Institute of Electrical and Electronics Engineers (IEEE) style, for both in-text citations and the reference list.

- The reference list should be placed at the end of the manuscript, followed by appendices, if any.
- All citations in the text must correspond to entries in the reference list, and the reference list must not contain any source that has not been cited.
- Complete bibliographic information should be provided for all references, including author name(s), publication year, source title, publisher or journal title, volume and issue number, page numbers, and Digital Object Identifier (DOI), when available.
- The use of recent, relevant scholarly references is recommended, with priority given to peer-reviewed sources.
- Reference management software such as Zotero, Mendeley, or EndNote is recommended to ensure accurate and consistent referencing.
- In humanities research (APA), Arabic references should be listed first, followed by English references, in two separate lists. In applied sciences research (IEEE), references should appear in one list numbered in order of citation.

Publication Ethics

- The manuscript must be original and must not have been published or submitted for publication elsewhere.
- Authors are responsible for reviewing the manuscript linguistically and scientifically before submission and for the accuracy of the data and information presented.
- The similarity rate must not exceed 20%, excluding the reference list and properly cited quotations; the journal team reviews the similarity report before making a decision.
- AI-generated content must not exceed 30%, according to the detection tool adopted by the journal; the journal team reviews the report before making a decision.