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About the Journal:

Al-Saeed University Journal of Applied Sciences is a Peer-refereed, scientific and indexed journal issued biannually at Al-Saeed University. It aims to publish authentic, innovative and scientific researches in the field of medical, engineering, environmental, agricultural and computer sciences according to the standards of scientific research, and international standards. It bears the international classification numbers (ISSN: 2616-6305) for the printed version, and (ISSN: 2790-7554) for the online version. It has the (DOI 10.59325). It is published in Arabic and in English. Moreover, it is also available for reading and downloading (Open-Access) for the spread of easy access information.

Journal Vision:

The journal seeks to enable Al-Saeed University to play an important role as an incubator for research at the national, regional and international levels.

Journal Mission:

The journal seeks to be a scientific reference for researchers in applied sciences, contributing in the culture of scientific research participating with researchers and with the local, Arabic and international institutions in accordance with the standards of quality assurance.

Objectives of the Journal:

- The journal aims to achieve the following:
- Publishing authentic, innovative and scientific researches in the field of medical, engineering, environmental, agricultural and computer sciences.
- Adjoining scientific research to community service and contributing to solving the problems related to its issues according to sound scientific foundations.
- Encouraging researchers to publish their scientific researches to contribute to spreading the culture of scientific research and its development.

- Strengthening the relationship between Al-Saeed University and local, Arab, and foreign universities, as well as the alike scientific research centres.
- Promoting scientific research in the field of applied sciences so that the journal can acquire a high impact factor locally, internationally and in the Arab world.

Publication Rules and Procedures in the Journal:

First: Publication Rules:

- The journal publishes original, innovative, scientific research with a distinctive knowledge addition, taking into account the intellectual and linguistic integrity that proceeds according to the recognized scientific methodology.
- Sound researches and studies are accepted in both Arabic and English.
- The number of authors should not exceed (4) maximum for the research paper.
- The researcher must use the journal template (Arabic template or English template). The researcher may not make any changes to this template.
- The researcher's personality or identity should not be referred to in the body of the research in order to maintain objectivity and research professionalism.
- The researcher undertakes within a special form approved by the journal, to abide by the rules and ethics of scientific research and property rights.
- The journal accepts to publish dissertation abstracts.
- Arabic numbers (1,2,3) are used throughout the research or study.
- The researcher is obliged to proofread the spelling, linguistic, printing, and punctuation errors.
- Researches done by AI are not accepted because they do not adhere to scientific honesty and scientific research ethics. Moreover, they are not the researcher's own work.
- The research should be in the field of the journal.

- The researcher submits a written undertaking signed by the researcher stating that the research has not been previously published and is not submitted for publication elsewhere until the reviewing processes are finalized to be published.
- The researches published in this journal express the opinions and views of the authors and do not reflect the views of the journal or the university.
- All publication rights belong to the journal.

Second: Publication Requirements:

- The title of the research should be written in both Arabic and English. Author's information such as (name, title, degree, specialization, department, college, university, country, and email) should be written too.
- Providing an abstract of the research in Arabic and English with a certified translation. Abstract should not exceed (150) words followed by keywords from (3-5) words. The abstract should briefly include (objectives, the method used, the research tool, the sample and the method of selection, the most important results and recommendations).
- The research paper in applied sciences should be arranged as follows: (title, Arabic abstract, English abstract, introduction, materials, methods, results with the apt tables, recommendations followed by the list of references, and appendices if any).
- Introduction: It includes Statement of the problem, objectives, significance of the study, limitations, hypotheses, and literature review, then the research methodology appropriate to the nature of the research issue, procedures, information, and quantitative or qualitative data that enabled the researcher to tackle the research problem, and the procedures of collecting data that enabled the researcher to solve the research problem.
- Explaining of materials, methods of collecting data, research procedures, and statistical analyses appropriate to the hypotheses and research questions.

- The practical (experimental) side should contain technical details and data about the materials and methods adopted to carry out the research work, such as chemical and medical materials, the software used, and the tools and procedures followed.
- Discussion and findings: The results should be written according to the research questions and hypotheses, analyzed, interpreted, and discussed in a deep scientific discussion based on a solid intellectual framework based on previous studies and the theoretical framework.
- Conclusion & Recommendations: In the light of the findings, the researcher should give a conclusion of the most important results and should provide applicable procedural recommendations and suggestions for future studies.
- A List of references should be given (Arabic, translated foreign references).
- Tables should be included and numbered in a sequence in the text of the research or study. The names of the tables and their contents should be written in *Times New Roman* font in size (10) bold. The notes under the table should be in size (9) regular font.
- Pictures, graphs, and illustrations should be included in the text of the research or study and numbered in sequence.

Third: Rules of Paper Submission:
- The research paper should be submitted electronically by registering and submitting via the website or the email of the journal.
- The research paper should be submitted in Arabic or English in an electronic version in Word office, with a size of (12) single-spaced in (Arabic simplified) font for Arabic research paper, and (Times New Roman) font for English research paper and (2) cm spaces on all sides as page margins. The research pages should not exceed (25) pages for Arabic research, and (20) pages for English research.
- Two abstracts of the research in Arabic and English (200 words each) shall be attached on a separate page with keywords ranging from 3-5

words, and the cover page of the research must include the title of the research, Researcher's academic title, the affiliated institution, the country, department, specialization, and researcher's email.

- Research papers should be submitted according to the journal template available on the website without making any changes to the template settings.
- A copy of the research appendices, data collection tools and if they are not included in the text of the research for reviewing purposes.
- The researcher must submit a written report confirming that the research has not been published in whole or in part in paper or electronic form, and is not simultaneously submitted for publication in other publishing journals or so ever.

Fourth: Technical Rules:

1- The page size should be (25) cm high and (17) cm wide.
2- All margins (top, bottom, right, left) should be (2) cm.
3- A two-column layout should be use for the research page, and the space between the lines is single-space.
4- Use Arabic numbers (1, 2, 3,...).
5- The font size of the research title (16), headings (14) and subheadings (12) is bold.
6- Footnotes are used to provide the reader with explanatory information. The number of the footnote should be included just above the item noted.

Fifth: Documentation of references for the research paper:

- The research paper must adhere to have accurate documentation of references according to the recognized system.
- Books and periodicals are referred to in the text of the research with numbers within square brackets with the page number as follows [3, p. 8] where the first number refers to the reference number and the second number refers to the page number.

- References should be numbered serially within large square brackets [.] and it must be ensured that all references in the text of the paper are listed in the reference list.
- The list of references should not exceed (40) references in the research paper.
- The names of all authors should be mentioned in the reference list and it is not allowed to mention the first name and write "et al."
- **Documenting books**: The reference begins with the author's last name, the rest of the full name, (the year of publication) The title of the book is in bold. A dot followed by the edition number, then the name of the publishing house: Country of publication.
- **Documenting a chapter in a book**: The author's last name, the rest of the full name, (the year of publication). The title of the chapter and the title of the book are in bold. A dot followed by the edition number, then the name of the publishing house: Country of publication.
- **Documentation of journals**: It starts with the author's last name, the rest of the full name, (year of publication). A dot, the title of the research. The name of the journal is in bold, the publisher, the volume, issue, and page numbers.
- **Documentation of Theses**:
  The author's last name, the rest of the full name (year of discussion). The title of the thesis in bold. Ph.D. or MA, published or unpublished, university and country of publication.
- **Documentation of online articles**:
  Author's last name, (year the article publication, day, and month). Then the title of the article. Accessed on (day, month, year), Retrieved from....................
- **Documentation of conferences and seminars**:
  Author's last name, (date held). The title of the research or scientific paper. The name of the conference or symposium, place and country.
- **Footnotes**: The footnote should be written at the bottom of the page and is used to provide the reader with explanatory information about a piece

of information contained in the body of the research with a number in parentheses ( ) above the line. The footnotes are numbered serially with the same font of the text is in size (10).

Privacy:

Authors Names and emails given to the journal website will be used exclusively for the specific purposes of this journal, and will not be made available for any other purpose or to any other party.

Open Access Policy:

All papers published by Al-Saeed University Journal of Applied Sciences are freely and permanently available online immediately upon publication without subscription fees or prior permission from the journal.

Plagiarism:

The researcher should have full legal and ethical responsibility for his/her research published in the journal and should adhere to all recognized academic and ethical rules. The paper is considered to be his/ her own whether before or after publication in the journal.

Scientific Research Ethics:

1- Honesty, avoiding plagiarism while quoting and citing other sources and references.
2- Researcher should be self-effacing while writing research and should be committed to objectivity avoiding bias in his or her research.
3- There should be honesty and clarity when presenting previous studies or writing the results of research.
4- Maintaining the confidentiality of the collected data obtained by the researcher from members of the sample or the community.
5- Referring to the efforts of all those who participated in the research, as well as recognizing the sources of material and moral support that were used in the research procedures.
6- Adherence to national and international intellectual property laws, and there should be plagiarism checking for the research paper.

7- The journal has the right to take legal procedures against the violating party.

8- Research reviewers are obligated not to use any information or data obtained from the reviewed research for their personal benefit. They should not disclose it to others.

9- The researcher is fully responsible in case his research is plagiarized in a highly percentage, or plagiarized another researcher, or has published or republished the research in more than one journal, unless there is a convincing scientific and legal justification.

10- All opinions contained in the research and studies submitted to the journal do not necessarily express the opinion of the journal, the university, or the editorial board, but rather express the opinion of their owners, and the researcher bears sole responsibility for the errors contained in his research.

Journal's Policy:

- Research paper submitted for publication in the journal is subject to reviewing by objective reviewers specialized in scientific fields. Reviewers are selected in complete confidentiality, without revealing the identity of the researcher and his personality, without showing the names of the reviewers in the text of the research while sending their comments to the researcher.

- The journal's editorial board conducts the initial evaluation of the research, then it is given to two experienced reviewers in the field of study. They are selected in complete confidentiality, without revealing the researcher's identity, in order to get their opinions about the originality and scientific value of the research and the researcher commitment to the recognized methodology. the reviewer are the ones who determine whether the research is suitable for publication in the journal or not.

- Reviewers' feedback will be sent to the researcher to make the necessary corrections accordingly. Researcher should resubmit corrections to the journal within a maximum period of one month.
- The researcher will be notified of the decision whether the research is suitable for publication or not maximum within one month from the date of receiving the research. Researcher will be given the date of publication, and the number of the issue in which the research will be published in.
- If the researcher does not adhere to the journal's publication rules, or does not adhere to the ethics of scientific research, or the research does not have a new topic or is not up to the unique scientific research, it will be rejected by the journal's editorial board or the Reviewers committee giving sound reasons for rejection.
- The journal has the right to layout the research paper and highlight the titles according to its style of publication.
- The journal is committed to send a copy of the published issue to the author after the journal is printed in paper.
- The journal has a website on the OJS system to manage researches regarding receiving, reviewing, and publishing.
- The journal's researches are documented in a system of Digital Object Identifiers (DOI) for access on digital networks. Moreover, an international DOI is issued for each research to archive in the international scientific publishing databases and the possibility for citation.
- The journal is committed to the publishing and scientific research rules adopted in international indexed databases.
- All publishing rights belong to the journal.
- All research papers published in the journal are indexed in the Google Scholar database and the Arab Impact Factor. The editorial board is working on indexing the journal in EBSCO, DOAJ, ARCIF and other international and Arabic databases.
  - Google Scholar
  - Crossref

- Digital Object Identifier
- Arab Impact Factor

Reviewing Policy of the Research Papers:

1. All research papers submitted to *Al-Saeed University Journal of Applied Sciences* are subject to reviewing process via the website or via the journal's mail in an electronic and confidential manner to determine their aptness to be published or not.

2. Sending the research paper eligible for reviewing to (2) expert reviewers in the same field confidentially. In case that one of the two reviewers rejects the research is sent to a third reviewer to determine the publication or not after correction.

3. The research paper will be evaluated according to the attached evaluation form, which limits the reviewing period no more than two weeks.

4. The reviewer is required to fill in the evaluation form, modify the text of the research paper, and write a detailed report of the points that are not mentioned in the evaluation form.

5. The researcher is requested to do the required corrections and resend them to the journal within a maximum period of one month attaching a table showing the corrections made.

6. The corrections are to be sent to the reviewer to consider the extent of the researcher's commitment to make the corrections. Then, the researcher is given a letter of acceptance of publication, with the date of publication, issue, month, and year of publication.

7. If the reviewer's report rejects the research for publication, a letter of apology is sent by the editor-in-chief of the journal to the researcher for rejection with sound reasons.

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