

## **PROCEDURE FOR REVIEWING SCIENTIFIC ARTICLES IN THE «Yessenov Science Journal»**

- All articles submitted for publication in the journal are subject to a mandatory procedure for determining originality and peer review.

- The editorial staff determines compliance with the rules of technical design and sends the article for verification for independent execution through a licensed automatic plagiarism checker. Based on the results of automatic verification of the manuscript for plagiarism, a full electronic verification report is uploaded (the threshold percentage of originality of the article is 65 %). Articles that have not received a satisfactory result are not accepted for further consideration. The editors of the journal notify the author about this for correspondence by e-mail.

- After determining the originality, the editors of the journal send the article for a closed ("blind") review of the double method, which means that neither the reviewer knows about the authorship of the manuscript, nor the author maintains any contact with the reviewer. Along with the faculty of the University, independent experts are involved as reviewers.

- The review period in each individual case is determined by the editors of the journal, taking into account the creation of conditions for the maximum prompt publication of the article. The maximum review period is 2 months.

- The review is confidential. Violation of confidentiality is possible only if the reviewer claims that the materials contained in the article are unreliable or falsified.

- If the review contains recommendations on the use and improvement of the article, the editors of the journal send the text of the review to the author(s) with a proposal to take into account the remark when preparing a new version of the article or reasonably refute them. The finalized (revised) article by the author(s) is re-sent for review and reviewed within a month.

- An article not recommended for publication by 2 reviewers is returned to the author(s).

- After making a decision on the admission of the article for publication, the editors of the journal inform the author(s), inform about the need to pay the cost of publication to the settlement account of Yessenov University and indicate the terms of publication.

- The presence of positive reviews is not a sufficient reason for publishing an article. The final decision on the expediency of publication is made by the editorial board of the journal.

«YESSENOV SCIENCE JOURNAL»

REVIEW

No. \_\_\_\_\_

Section name:

\_\_\_\_\_

Title of the article

\_\_\_\_\_

No.	Requirements	Yes	Not	Comments
1.	Does the content of the article correspond to the field of study covered by the Journal?			
2.	Is the data interpreted correctly?			
3.	Are these studies presented in the article new and relevant?			
4.	Does the topic of the article match the text?			
5.	Are the requirements for scope, chronology and presentation of results met?			
6.	Would you recommend additions or changes (words, phrases) or statements that could improve the quality of the article so that it could be of interest to readers from other countries?			
7.	Do you recommend a general shortening of the text or the removal of individual paragraphs?			
8.	Are all figures and tables necessary and executed in a quality manner, in accordance with the requirements of the Journal?			
9.	Would you recommend publishing the article?			

NOTES: