

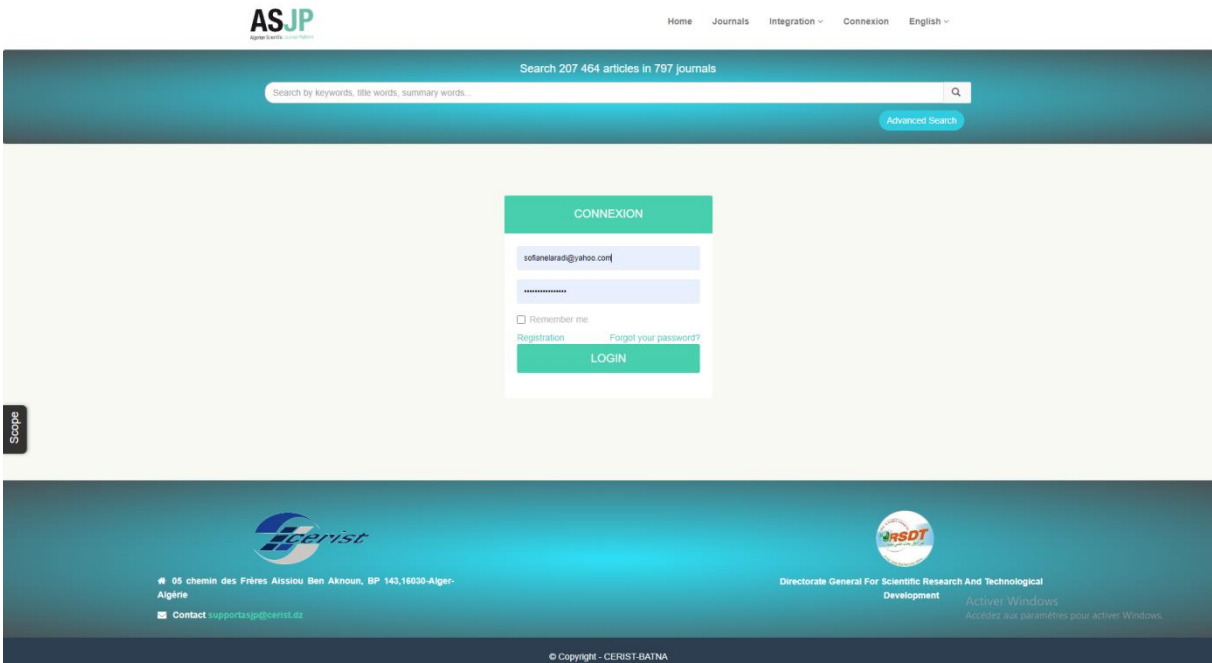
Author's guide

To submit an article to the **Journal of Economics and International Trade** from the platform, you must follow the following steps:

1. Log in to ASJP

1.1. Access to the Algerian Platform for Scientific Journals (ASJP) on the following link:

<https://www.asjp.cerist.dz/en/login>

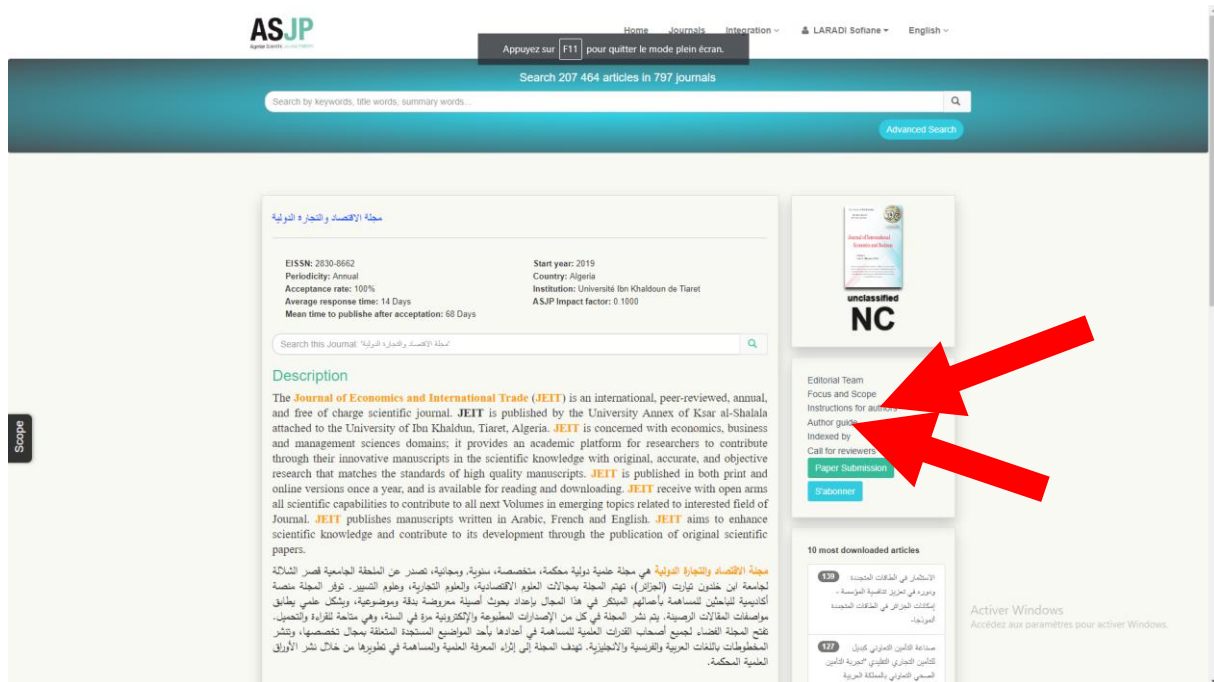


1.2. Register on the Platform, by clicking on the registration icon, write the e-mail, then choose a password, agree to the terms, transfer the Captcha as a security measure, and finally save, you will receive an email to confirm your registration, do what is asked of you in the e-mail.

1.3. Go back to the ASJP platform Log in to your account as an author, if you have difficulties to access into your account; use the "Password recovery" icon.

1.4. Go to the page of the **Journal of Economics and International Trade** on the following link:

<https://www.asjp.cerist.dz/en/PresentationRevue/835>



2. Download the following files:

- 1) **Author's guide:** This file contains: - Author's guide, - Publishing charter in the **Journal of Economics and International Trade**, Copyright transfer document. Read these files carefully, and keep them to carry out the various manuscript preparation processes.
- 2) **Author's instructions:** It contains a Template of an article in the three languages in which the journal is published. Choose the appropriate Template for the language of your article.

3. Preparing the manuscript:

To find out how to write an article, go to the *authors' instructions* in the previous image, and then click on it to be able to download the article Template as shown in the image above.

4. Submit the article:

Return to the article submission page at the following link:

<https://www.asjp.cerist.dz/en/submission/835>

Follow the order of these steps:

- 1) Select the scope of the article
- 2) Write the title of the article
- 3) Download the article adapted to Template
- 4) Paste the abstract in Arabic and **English**, or French and **English**. If the article is in **English**, only one summary is in **English**, the second is optional.
- 5) Paste the keywords in both languages, and between words put ; or ‘ (in Arabic ;) (in French and English‘).

You can enter the summary in multiple languages.

Keywords Each time you enter a one keyword press Enter


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6) write the surname

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11) Click on Add an author if any, then record the required information

12) You can suggest reviewers for your article; it does not necessarily mean that your proposal will be taken into consideration.

13) Click Submit Article.

Upon completion of the process, you will receive an email from the editor-in-chief notifying you of receiving the article. From this moment on, you can follow the results of the review from your account on the platform ASJP.

5. The peer review and the Acceptance of the article for publication:

- 1) When the editorial board receives the article, it evaluate the extent to which the author respects the requirements of the article Template and the aim of the Journal the editor-in-chief.
- 2) The originality of the article and its relevance in the field are evaluated by members of the editorial board. If the evaluation is positive, the article is accepted for review and then the author is informed via the ASJP platform. If the article refused, the reasons are stated in a report and sent to the author via e-mail.
- 3) In the event that it is accepted to continue the review, the article is saved and encoded without author's information in (PDF) format, so that the name, surname, and the rest of the identifying information are not included in the manuscript.
- 4) The article is sent to the assistant editor who specializes in the topic of the article.
- 5) The assistant editor sends the article to two reviewers. Each article submitted to the journal is evaluated confidentially (the two reviewers do not know the author's name, and the author does not know the reviewers. Peer review allows for accurate and objective evaluation by reviewers.
- 6) After the review is over, the assistant editor can, based on the reviewers' reports, accept the article, accept with modification, or in the worst case, reject it.
- 7) In the case of acceptance with modification, the article will be returned to the author (s), and it will appear in his account on the ASJP platform, in the window of articles accepted with reservations. He read closely the reviewers' reports to modify the manuscript according to the notes, and then the article is sent back from the same window to remove the reservations.
- 8) After completing the review procedures, and if the article is accepted for publication, the author (s) will be notified, and the author (s) will be asked to fill out a copyright document signed by the main author, and then send it to the following email:

journalofeconomicsit@gmail.com

- 9) After completing the review procedures, the accepted article will be programmed for publication in the next volume and issue. The issue will be published online in December of each year, and then the volume will be

published in hard copy in January of the next year. The article can be downloaded online from the journal's website on the ASJP platform at the following link:

<https://www.asjp.cerist.dz/en/PresentationRevue/835>

- 10) In the case that the article is rejected by the two reviewers, the author will be notified of the evaluation and he reasons for rejection.

Figure of editorial work flows in the Journal of International Economics and Trade

