**Instruction of Publishing** **Scientific Research at Humanities Journal of University of Zakho**

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**ABSTRACT**:

These guidelines are provided for preparation of paper accepted for publication in the science Journal of university of Zakho (SJUOZ) the guide lines are issued to ensure a uniform style. All papers that are accepted in SJUOZ will be published provided they arrive by the due date and they correspond to these guidelines. Reproduction is made directly from author-prepared manuscript electronically in A4 paper size 297mm&210mm. to assure timly and efficient production of the SJUOZ, author must submit their manuscripts in strict conformance with these guidelines. The editor board many omit any paper that does not confide to the specified requirement. There will be no opportunity for correction or improvement of poorly prepared originals.

**KEYWORD**: Instruction, length and font, Journal of Humanities of the University of Zakho, Body and composition.

**1. INTRODUCTION**

The maximum paper length is restricted to (25) page. The manuscript should have the following structure:

1-paper title

2-Authar and affiliation

3-keyword (minimum 5 words)

4-Absract 200-250 word

5- Introduction

6-main body

7-conclusion

8- acknowledgments (optional)

9-References

10-Appendix

Full paper submitted for double-blind review to the SJUOZ.

It most not contains any information which makes it possible to identify that author. In particular, names and affiliation must be removed from the manuscript submitted for review. Therefore, submission which have not been appropriately anonymized may be subject to immediate rejection.

**1.1 Page layout, spacing and margins**

Title and Abstract of the paper must be complied in one column and all subsequent text (rest of the paper) must complied in two columns. All text should be (single-spaced)

Left and right justified typing is needed.

**1.2 Preparation in electronic form**

This digital version of the style guide in preparing their papers. currently, it is provided in(word)only. For the near future SJUOZ will provide a digital versions are available on the SJUOZ web page: <http://hjuoz.uoz.krd>

**1.3 Length and font**

All manuscripts are limited to assize of no more than (25) single-space pages (A4size) including abstracts, finger, tables and references. The font type (Times New Roman) with the size of twelve (12) points to be used

**Table 1.** Margin sittings for A4 size paper

|  |  |  |
| --- | --- | --- |
| sittings | A4 Size Paper | |
| mm | inches |
| Top | 25 | 1.0 |
| Bottom | 25 | 1.0 |
| Left | 20 | 0.8 |
| Right | 20 | 0.8 |
| Column Width | 82 | 32 |
| Column spacing | 6 | 0.25 |

**1.4 Title and abstract**

**1.4.1 Tittle**

The title should appear centered in (Times New Roman) letters at the top of the first page if the paper with assize at twelve (12) point and (single-spacing). After one blank line, type the author(s) name(d), affiliation and mailing address (including e-mail) in upper and lower-case letters, centered under the title in the case of multi- authorship, group them by firm or organization as shown in the title of these guidelines.

**1.4.2 Abstract**

Leave one-line blank, then type “ABSTRACT”: fiush left in (Times New Roman) size of (12) and write the abstract in (Times New Roman) size (11) concise abstract between (200-250) words which present briefly the content and very importantly the news and result of the paper in words such to be understandable also to non-specialists

**1.5 Keyword**

Leave one-line blank then type (KEYWORD) in (Times New Roman bold) size of (12) followed by minimum of 5 keyword written in (Times New Roman) size of (11) those keywords are used to find paper which content you are preparing.

**2. Main body of the text**

Type text (single-spaced) in the middle and writ after leaving only one space

**2.1 Headings**

Major headings are to be written on the right margin without underlining, after one blank line under the title and the writing starts with (Times New Roman) size of (12)

**2.1.1 Subheadings**

Subheading are one separate line between two single blank lines written in (Times New Roman bold) size of (12) followed by a colon (:) the text of the subheading must be followed on the same line. They may also be the first word of the paragraphs and sentences. decimal should be used for numbering headings and subheadings.

**2.2 Illustration and table**

**2.2.1 location**: finger must be placed in the appreciate location in the document, as close as practicable to the reference of the finger in the text the table must be on the right side of the page

**2.2.2 Caption**: all caption must be typed in upper and lower-case letter counterfort tables the caption has to be directly above the table. While, the caption of the figure must be directly beneath the figure, use single spacing if they use more than one line ،all captions are to be numbered consecutively. figure1,Table2,fegure3 in(Ali­\_k\_sah:fa Bold) size of(12)and the explanation should be written in (Times New Roman) size (10).

**2.3 Copyright**

If your article contains any copy righted illustrations or imagery, please include a statement of the copyright such as: company name or the book title copyright zoxx (fill in year). It is the author’s responsibility to obtain any necessary copy right permission.

**2.4 Symbols**

Vse the system Integrational units and symbols (ST). Unusual characters or symbols should be explained in a list of nomenclature.

**2.5 Footnote**: Are not used in the paper! References are referred to as the following (author’s name, year of printing, page)

**2.6 References**

The magazine follows (Harvard) style. therefore, references must be listed in alphabetical order as following:

**2.6.1 Participated paper in conferences**

Alsayad abdullty Ahmed (1990). Almaeamiil alfean krwnbakh w naweiat alaistijabat almustajib “aiktab aismak iida raghabat” the six-yearly conference of psychology in Egypt which was held in Egypt in Egyptian institution for psychology study January 22-24

Yousif, fakher hasan (2017). Rang vadan sharasha aylol arojnamaya itilatda ya irani

(22 trimah-1961-14 tirmaha 1962). The second international scientific conference university of Zakho, April 17-20

**2.6.2 Books**

Alsharbini, zakaria Ahmed, (2007). Ala‘7sa‘ we Tesmim Altejarib fi Both Alnasfsiya wa Al-ejtimaga. Cairo Al-Anjlo masryiya library.

Abdullah, Abdullsalam najmadin and sabri,sherzad (2011). Zmanvaniya tewri. Publication of sperz. Duhok.

**2.6.3 Scientific magazins**

Tahr,nzar salman. (2015).Role Nova Nishani d barjasta krna Ramana text korte chirok da-komala chiroka(shva frishte revin)ya Ismail Hajani-wako nmone Journal of the university of Zakho issue (3) number.1. p.24-43.

**2.6.4 An unpublished dissertation**

AL-sayad,Abdulaaty Ahmed.(1999).muhazeratfi qiyaswa ehsaa wa taqim wa taqwim Alfroq Alfardia Li modars ALfasl. An unpublished dairy. College of Education, university of swiss canal.

**2.6.5 Scientific thesis and note:**

Al-jaed m.salim(2004).analysis of the accompanying variance and its use in controlling statistical variables in education research an unpublished thesis. Department of psychology college of education, um alqura university.

Salih salwa fareq (2016), phonology of Kurdish language-Duhok province. Doctoral dissertation journal tahan, Kurdish department. Faculty of humanity. University of Zakho.

**2.6.6 Website must be pointed to:**

Admiral, w., huzenga, j., akkerman, 5. 8 dam,g. (in press).the concept of flow in collaboration game -based learning. Computers in human behavior com/locate/comphumbch

**2.6.7 English books:**

Field, a. (2005). Discovering statistics using spss for windows (2nd ed). Lendan: SAGEpublication

تعليمات نشر البحوث في مجلة العلوم الإنسانية بجامعة زاخو (HJUOZ)

عبدالسلام نجم الدين عبدالله1 و نيجيرفان خليل طه2

قسم اللغة الكردية، فاكولتي العلوم الإنسانية، جامعة زاخو- إقليم كردستان - العراق

قسم اللغة الكردية ، كلية التربية الاساسية، جامعة زاخو- إقليم كردستان- العراق

الملخص: أُعدت هذه التعليمات للبحوث التي تحصل على القبول بالنشر في مجلة العلوم الإنسانية لجامعة زاخو، ولكي تكون للمجلة هيئة وإطار موحد، وان البحوث التي تحصل على النشر يجب ان تنظم وفق هذه التعليمات. حجم ورقة البحث يجب ان تكون (A4)، (210ملم×297ملم)، ولكي تستطيع المجلة الالتزام بالمواعيد المحددة للنشر يجب على الباحث ان يوصل النسخة المعدلة من بحثة إلى المجلة في الموعد المحدد، كما أن هيئة تحرير المجلة مخول برفض أي بحث لا يلتزم صاحبه بهذه التعليمات. و تؤكد هيئة تحرير المجلة بانها سترفض البحوث الضعيفة أو التي هي دون المستوى، ولا يعطي الباحث فرصة أخرى لغرض إعادة تقييمها مرة أخرى.

الكلمات الدالة: التعليمات، نوع وحجم الخط، العلوم الإنسانية، مجلة جامعة زاخو، الهيئة والتركيبة.

**پۆختە:**

**ئەڤ ڕێنماییە ژ پێخەمەت وان ڤەكۆلینان هاتیە بەرهەڤكرن یێن ل گۆڤارا زانستێن مرۆڤایەتی یا زانكۆیا زاخۆ (HJUOZ) دهێنە پەسەند كرن. ئەڤ ڕێنماییە هاتینە بەرهەڤكرن داكو گۆڤارێ‌ پێكهات و چارچووڤەیەكێ‌ وەكهەڤ هەبیت. هەموو ئەو ڤەكۆلینێن دهێنە پەسەندكرن پێدڤیە د ماوێ‌ دیاركریدا لدویڤ ڤان ڕێنماییان بهێنە ڕێكخستن. قەبارێ‌ بەرپەرێ‌ ڤەكۆلینێ‌ (A4)ـە، (297 mm x 210 mm). داكو گۆڤار پێگیر بیت ب دەمێن دیاركریێن بەلاڤكرنا گۆڤارێ‌، پێدڤییە ڤەكۆلەر پشتی ئەنجامدانا ڕاستڤەكرنان لسەر ڤەكۆلینا خوە، دانەیا ڕاستڤەكری و ڕێكخستی د ماوێ‌ دیاركریدا بگەهینیتە گۆڤارێ‌. دەستەكا ڕێڤەبەرا گۆڤارێ‌ ماف هەیە وان ڤەكۆلینان یێن ڕینمایێن وێ‌ بجه ناهینن، ڕەت بكەت. دەستەكا ڕێڤەبەرا گۆڤارێ‌ جەخت دكەت، ڤەكۆلینێن لاواز ناهێنە وەرگرتن و ب چ ڕەنگەكی دەلیڤا هەڵسەنگاندنێ‌ بۆ ناهێتە دان.**

**پەیڤێن سەرەكی: ڕێنمایی، جۆروقەبارێ‌ فۆنتی، زانستێن مرۆڤایەتی، گۆڤارا زانكۆیا زاخۆ، پێكهات و چارچووڤە.**