



Code of ethics

Approach and scope of the journal *Al-Andalus Magreb*

The journal is preferentially orientated to Arabic language and Arabism in al-Andalus and the Maghreb, not only in the past but also in the present. It is also open to issues from other parts of the Arab world and widely North Africanist ones, despite their tangential relationship with the Arabic language, without neglecting issues of near-eastern Arabism.

It is an annual journal.

Editorial guidelines

Publication guidelines

Al-Andalus Magreb publishes only original scientific papers on themes in accordance with the approach and scope of the journal, written in English, French, Spanish, Arabic, Italian, Catalan and Portuguese.

All papers published in the journal must undergo a prior evaluation process by the editorial board, followed by a blind peer review.

Likewise, all papers submitted for publication will be subject to an anti-plagiarism review.

Al-Andalus Magreb is an open-access online journal, which means that all papers published in the journal will be freely available online. Users of the journal will be authorized to read, download and print the papers freely in any of the available publication formats.

This journal is published under a licence of [Creative Commons Reconocimiento-NoComercial-SinObraDerivada 4.0 Internacional](https://creativecommons.org/licenses/by-nc-nd/4.0/)



Al-Andalus Magreb will not charge any fee to authors who publish in the journal. Moreover, authors will not receive any remuneration for the publication of their articles.

Financing and advertising.

The University of Cádiz meets the cost costs of the production of *al-Andalus Magreb*, along with incidental contributions from external sponsors, which cannot imply any type of bias or imposition on its orientation.

Al-Andalus Magreb does not include advertising, neither commercial nor governmental, from any country.

Intellectual property and publication rights

The intellectual property of the originals belongs to the authors, and the rights of edition and publication, to the UCA Editorial of the University of Cádiz.

The articles that appear in the journal may be freely used for educational and scientific purposes, as long as their authorship and origin are correctly cited. Use or reproduction of images is not allowed without express permission of the authors or their heirs.

Interoperability protocol

Al-Andalus Magreb uses the OAI-PMH interoperability protocol and its access address is <https://revistas.uca.es/index.php/aam/oai>

Peer review process

The journal will acknowledge receipt of the originals submitted by the authors.

The Editorial Board will previously examine the proposals and may reject an article, without the need to proceed to its assessment, if it does not stick to the guidelines, both in format and content, or does not fit the thematic profile of the publication.

After this preliminary analysis, all the articles will be subjected to an external review process according to the “peer” and “double blind” system in which two reviewers will participate, using a third party if necessary. The assessors will be renowned researchers who are specialists in the field. The anonymity of both the author and the reviewers will be maintained; however, the lists of external reviewers who have collaborated with the journal in previous years will be published periodically, subject to personal authorization.

The referees will send the corresponding review form to the journal, properly filled in, within the established deadline.

Once the assessment process has been completed, the authors will be notified of the definitive acceptance or rejection of the article.

Dates of receipt and approval will be included in each article.

The Editorial Board will be the one to make the decision, taking into account external reports, on the publication or rejection of each article.

Code of ethics and good editorial practices

Al-Andalus Magreb has established a strict policy on ethics, good publication practices and possible conflicts of interest that affects the editorial team, authors and reviewers.

Based on the premise that all scientific journals must ensure that the dissemination and transfer of knowledge is carried out in a way that guarantees scientific rigour and quality and maintains the highest ethical standards, *Al-Andalus Magreb* adheres to the Code of Conduct for editors of scientific journals established by the Committee on Publication Ethics (([COPE: Committee on Publication Ethics](#))).

Below, we detail the responsibilities and ethical standards that will apply to each of the actors involved in the editorial process.

Editors' responsibilities and commitments

1. Responsibilities associated with the journal's policies.

The editorial board is responsible for ensuring the integrity of the editorial process in all its aspects, as well as for maintaining the traceability and records of all its processes.

It is responsible for maintaining the journal's policies, for relations with authors, reviewers and external institutions, as well as for the use of the resources for publication and the safe custody of published works.

2. Admission process, selection and review of articles.

The editorial board is responsible for the initial evaluation of papers submitted for publication, ensuring that they comply with the journal's publication guidelines.

The editorial board is committed to treat all papers submitted for publication with diligence, objectivity and impartiality.

In all cases, it will maintain complete impartiality and objectivity in the decisions associated with the editorial process, identifying and managing any possible conflicts of interest that may arise in this process.

It is responsible for the selection and evaluation of referees, who in all cases must be researchers of recognised prestige, distributing among them the papers for evaluation according to their specific areas of work.

Once the papers have been sent for peer review and the referees' reports have been received, the editorial team is responsible for deciding whether or not to publish a paper.

3. Confidentiality

In all cases, the editorial board is committed to maintaining the confidentiality of all submitted papers from their submission to the date of publication.

Under no circumstances may the editorial board use materials from the papers for its own research without the express permission of the authors.

2. Conflict and complaint management

The editorial board will be responsible for managing any complaints or disputes that may arise in connection with the publication or non-publication of a paper or after publication.

Responsibilities and commitments of authors

1. Quality of the work submitted

The articles to be submitted for publication in *Al-Andalus Magreb* must only be relevant scientific works within the approach and scope of publication of the journal.

2. Originality of work and sources

Authors must commit to submit only original work, which has not been published previously, including in another language, and which is not currently under a review process by other journals.

Any data or scientific work prior to submission that has served as a basis or has been decisive in the definition and writing of the article must be identified and quoted in accordance with the publication rules of the journal.

3. Authorship.

The authorship of the article must be clearly identified, and in the case of co-authorships, persons who have not contributed significantly to the preparation, writing or interpretation of the work associated with the publication may not appear in them. In any case, the contribution of each co-author must be identified.

4. Funding.

Authors must provide information on the sources of funding for the work and identify any possible conflict of interest that may exist for its publication.

5. Errors.

If the author detects any serious error in the work, both during the publication process and after publication, he/she will be obliged to notify the journal immediately, collaborating in any case in the modification of the article, or in the withdrawal or publication of a correction or retraction if appropriate.

Responsibilities and commitments of the referees

1. Responsibilities of referees

The main responsibility of a referee is to collaborate with the journal's editorial board in the selection of the papers to be published.

Likewise, they must collaborate in the correction and improvement of those papers that, while being of interest for publication, present some deficiency or error that can be detected by the referee.

2. Diligence

Prior to the start of the evaluation process itself, and after an initial assessment, the referee who does not consider himself/herself competent to adequately correct a paper or detects a possible conflict of interest must inform the editorial board and withdraw from the evaluation.

The referees must adhere to the stipulated deadline for the evaluation of a paper, informing the editorial board of their inability to undertake the review in due time and form if this is the case, and committing themselves to not delay the process under any circumstances for unjustified reasons.

3. Confidentiality

The referees must maintain absolute confidentiality throughout the evaluation process in relation to the work evaluated.

Likewise, they commit themselves to only exchange information about the process with the editorial board and through the established channels that allow the integrity and traceability of the editorial process to be maintained.

4. Objectivity

The referees must maintain absolute objectivity in the evaluation of the papers, excluding personal considerations from their assessment and justifying the proposed corrections with scientific criteria.

5. Conflict of interest

The referees will commit themselves to not participate in the review process and to inform the editorial board of any conflict of interest that may exist with the author of a paper proposed for review. This includes personal relationships, competitive relationships in research activities or professional collaboration.

On the other hand, they commit themselves not to use any information included in any evaluated work for their own research until the final publication of the same, following thereafter the ethical code required of the rest of the authors in terms of identification and quotation of sources.