

## Guide to Authors for Paper Submission

The Arab Water Council Journal publishes research papers that exhibit originality and scientific approach. Papers in both Arabic and English languages are encouraged, provided they address the water problems of the Arab region. Original research and policy papers, synthesis papers, review papers, discussions, or technical notes are accepted for publication.

Following are the general guidelines for the process of publication:

1. The manuscript should be submitted as soft copy addressed to the Editor-in-Chief via e-mail as an attachment ([journal@arabwatercouncil.org](mailto:journal@arabwatercouncil.org)).
2. The authors' names (first and last) with their affiliations should be written below the title, while the corresponding author is to be identified including his e-mail and full contact details.
3. Authors of papers written in Arabic should submit an additional Abstract in English language following the Arabic abstract. The abstract should present a concise statement of the scope, principal findings, and conclusions of the paper. Each abstract should be followed by keywords and should not contain more than 200 words.
4. Manuscript format:
  - Manuscripts should normally not exceed 6000 words; shorter is better.
  - Page size: B5 (17.6 ×25 cm) \* Margins: 2.5 cm (from all sides)
  - Spaces between lines: 1.15
  - Spaces between paragraphs: 6 points after paragraphs and titles
  - Font & Size (in body of text): Times New Roman, 10-point type.
  - Titles:
    - \* Manuscript title: Times 14 Bold (upper case)
    - \* Main headings (level 1): Times 12 Bold (upper case).
    - \* Sub-headings (level 2): Times 11, Bold & italics (sentence case).
  - In case of Arabic papers:
    - \*Font & Size : Arial 10 \* Manuscript Title: Arial 13 Bold
    - \*Main headings (level 1):Arial 12 Bold \* Sub-headings (level 2): Arial 11, italics, bold
  - Numbering system of main headings and sub-headings: eg. 1, 1.1, 1.1.1, etc.
  - Use header in all pages including: Journal title, Volume No., Issue No., date (month & year).  
Example: *Arab Water Council Journal, Vol. 2, No. 1, July 2011.*
  - All measurements should be in metric units.
  - Scientific abbreviations may be used provided they be explained when first appear in the text.
  - Page numbers: bottom center (will be re-adjusted by journal editor).

Manuscript should be saved using Microsoft Word 2007 (.docx).

5. Refer to tables as (Table 1, etc.), numbered sequentially. All illustrations including maps, diagrams, charts and photographs must be submitted as sequentially numbered figures (Figure 1, etc.) in the order referred to in the text, and they should have brief caption details and source details where appropriate. The figures should be supplied in electronic format as JPG, TIF or GIF files. Pictorial illustrations must be at a resolution of no less than 300 dpi/ppi, and line diagrams at a resolution of no less than 1200 dpi. Figures submitted in color will be reproduced in color in the online version of the journal, but will be printed in black and white. Therefore any keys and information relying on color shading must also be clear when reproduced in grey scale. All figures and tables must be embedded within the text and should fit within the margin settings.
6. References should be cited in the text by giving the last name of the author(s) followed by the year of publication in parentheses, e.g. Smith & Jones (1990); (Smith, 1992a, 1992b). For three or more authors, use the first author followed by *et al.*
7. The full references should include all author's names and initials, year of publication, title of article or book, the full title of the journal, volume and page numbers and, for books and other documents, the publisher's name and place of publication, e.g.  
Hobbs, P., Oelofse, S.H.H. & Rascher, J. (2008). Management of environmental impacts from coal mining in the Upper Olifants river catchment as a function of age and scale, *International Journal of Water Resources Development*, 24(3), pp. 417-431.  
Books, D. (2008). Human rights to water in North Africa and the Middle East: What is new and what is not, what is important and what is not. In : A.K. Biswas, E. Rached & C. Tortajada (Eds). *Water as a Human Right for the Middle East and North Africa*, pp. 19-34 (London: Routledge).
8. By submission of a manuscript, an author certifies that the work is original and is not being considered simultaneously by another publisher. The Editorial Board shall be responsible for informing the authors of any measure taken concerning their manuscript such as receiving, accepting or rejection. The manuscript will be sent to a minimum of two independent reviewers, but may be sent back to the authors for revision. Submission of the revised manuscript should be made within one month. The papers accepted for publication shall be published according to the final date of acceptance.
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10. The authors will receive one copy of the journal issue in which the manuscript appears.