



«Confirm»

Chairman of the Board – Rector

Karabassova L.

2024

**EDITORIAL POLICY OF THE JOURNAL
«BULLETIN OF AKTOBE REGIONAL UNIVERSITY
NAMED AFTER K.ZHUBANOV»**

1. General terms:

1.1 The Bulletin of Aktobe Regional University named after K. Zhubanov is a peer-reviewed scientific journal that specializes in publishing qualitative research in various fields of knowledge, including pedagogy, technical sciences, physics and mathematics, natural sciences, metallurgical processes and technologies, geography and geocology, history, social and humanitarian sciences, economics and law.

1.2 The journal is registered by the Ministry of Culture, Information and Sports of the Republic of Kazakhstan (certificate No.5859-Zh dated March 26, 2005), re-registered by the Committee of Information and Archives of the Ministry of Culture and Information of the Republic of Kazakhstan (certificate No.14089-Zh dated January 16, 2014), re-registered by the Information Committee of the Ministry of Information and Public Development of the Republic of Kazakhstan, No. KZ29VPY00027637 of October 6, 2020.

1.3 The International Center for Standard Serial Numbers assigned the index to the journal: the printed version of ISSN No. 2312-475X, the electronic version of eISSN 3079-0883.

1.4 Index of subscription and distribution in the catalog of «Kazpost» JSC - 74646

1.5 The periodicity of the journal's publication is once a quarter, 4 times a year.

1.6 The journal's website <https://vestnik.arsu.kz>

1.7 The founder and owner is the Non-profit Joint Stock Company «Aktobe Regional University named after K.Zhubanov», Aktobe, Republic of Kazakhstan.

1.8 Changes and additions to the editorial policy are made by the decision of the Editorial Board.

2. Goal and objective of the journal.

2.1 The main goal of the journal's editorial board is:

- publication of the results of theoretical and applied scientific research in various fields of knowledge, such as pedagogy, technical sciences, physics and mathematics, natural sciences, history, social and humanitarian sciences, economics and law, as well as an exchange of views between researchers on issues related to these areas;

2.2. As part of the Kazakhstan scientific information system, the Bulletin plays a role in solving the following tasks by publishing materials:

- to support the development of scientific exchange in academic circles of higher educational institutions, to stimulate the formation of scientific schools and directions within the framework of the journal, to provide information support for key research in fields such as pedagogy, technical sciences, physics and mathematics, agricultural sciences, history, social sciences and humanities, economics and law, as well as the promotion of advanced scientific ideas;

- involvement of leading foreign and domestic scientists and practitioners in all thematic areas of the journal in publications and participation in the review process of materials;

- creation of a platform for knowledge exchange and active dialogue between leading scientists and practitioners in various fields of science and education, including pedagogy,

technical sciences, physics and mathematics, natural sciences, history, social sciences and humanities, economics and law.

3. Directions and periodicity of the journal

3.1 The journal publishes articles on a wide range of theoretical and applied problems in the fields of theory and methodology of pedagogy, topical issues of economics and law, modern technologies in the field of technical and natural sciences, modern views in the field of history and archaeology, social sciences and humanities, the results of fundamental research in mathematics, physics, information technology.

The main directions of the journal:

1. Technical Sciences
2. Physics and Mathematics
3. Natural Sciences
4. Metallurgical processes and technologies
5. Geography and geoecology
6. History
7. Social and humanitarian sciences
8. Economics and law.
9. Pedagogics

3.2. The frequency of publication is 4 times a year, once every three months (March, June, September, December).

4. Free Access Policy.

The scientific journal «Bulletin of Aktobe Regional University named after K. Zhubanov» is an open access journal. After the issue is published, the journal provides free access to published materials to all Internet users. The official website of the journal provides all interested persons and authors with the necessary information about the scientific journal and the conditions for publishing articles.

5. Archiving

Electronic versions of the scientific journal are provided to «NCSTE» JSC for the formation of the fund and inclusion in the electronic library. The journal archives materials in the catalog of the scientific library of Aktobe Regional University named after K. Zhubanov.

6. Conditions for the publication of articles.

To submit an article for publication, you must register on the website. The journal accepts scientific articles in three languages: Kazakh, Russian and English, which have not been previously published in print or electronic format. The date of receipt of the article is the date when the editorial office received its final version. The editorial office reserves the right to make editorial changes to the text, while maintaining the meaning of the article.


When preparing articles for publication in the journal "Bulletin of Aktobe Regional University named after K. Zhubanov", it is important to strictly adhere to the structure of the scientific article and follow the rules of article design. The article format is A4, the font «Times New Roman», the font size of the main text is 12, figures, diagrams are 10, line spacing is single; indentation of the first line of the paragraph is 1.0 cm; all margins are 20 mm. The length of the article should not exceed 4-10 pages.

Abstract, keywords, literature, references and information about the author in Kazakh/Russian and English are not taken into account when determining the volume of the article. Articles exceeding the established volume may be accepted for publication in exceptional situations, when special decisions are made by the editorial board of the journal.

The structure of the scientific article:

IRSTI

UDC

Full name of the author(s) (add a click  on the ORCID)

Place of work of the author(s), city, country, e-mail

The title of the article

Annotation
Keywords
Introduction
Materials and methods of research
Results and its discussion
Conclusion
List of literature
Information about the authors

The author who has made the greatest intellectual contribution to the preparation of the manuscript (with two or more co-authors) is a corresponding author and is indicated by an «*» asterisk.

The order of articles:

Title. At the beginning of the text of the article, the IRSTI index is indicated (International rubricator of Scientific and technical Information, link: (<http://www.grnti.ru>) and UDC (Universal Decimal Classification) – it is necessary to check with the bibliographer of the library or find the UDC Classifier on the website, placed in the upper left part of the article in bold. This is followed by the initials and surname of the author(s), academic degree, academic title, full name of the organization, city, country, e-mail of the author, *e-mail of the author responsible for correspondence with the editorial board), the title of the article. The title of the article is written in the center, in capital letters, bold, straight font, size - 12. The title is written at the end of the article in two other languages, i.e. in Russian, English (if the article is in Kazakh), Kazakh, English (if the article is in Russian), Kazakh and Russian (if the article is in English). The number of authors is no more than 5;

Abstract. The most important research results and their theoretical and practical significance are presented. The volume of the abstract is 150-300 words. The abstract is written at the end of the article after the literature in two other languages, i.e. in Russian, English (if the article is in Kazakh), Kazakh, English (if the article is in Russian), Kazakh and Russian (if the article is in English). (Alignment – width, font – regular, size-10).

Keywords. 5-8 words or phrases that occur in the text of the article and reflect its main content. Keywords are separated from each other with a comma.

Introduction. The introduction raises the question of the state and relevance of the problem, as well as formulates the purpose of the study. The authors should provide readers with information about the problem under study, briefly outline the available knowledge on this topic, mention the work of other researchers, as well as identify possible shortcomings in previous studies in order to justify the need for a new study.

Materials and methods of research. This section highlights the object of the study, as well as describes in detail all the methods used, their essence and the rationale for the choice. The section should be written in such detail that the reader can not only independently assess the methodological pros and cons of this study, but also reproduce it if desired. The section recommends that you provide a clear description of the following aspects (although it is not necessary to separate them into separate subsections): type of research; criteria for the selection of participants; measurement methods; approaches to data processing; ethical standards.

The results and its discussion. This section outlines the main conclusions of the study, summarizes the actual data related to the tasks set. The results are presented in the text, tables and figures in a logical sequence, based on the goals and objectives of the study. The author(s) demonstrate the significance or originality of the research, offer specific recommendations and constructive suggestions. This section examines the correlation of the results obtained with the results of similar studies conducted by other authors. Instead of simply mentioning previous studies, they try to explain why the results obtained may or may not differ from the results obtained by other researchers. The section includes a discussion of potential applications of the results obtained, as well as their possible limitations. It is recommended to identify areas for further research that naturally follow from the results of this study.

Conclusion. At this stage, there is a generalization and summing up of the work, confirmation of the author's conclusions and his conclusion about the impact of the results on scientific knowledge. Conclusions should not be abstract; they are used to summarize the results of research in a specific scientific field, as well as to offer recommendations and possible directions for future work.

References. It is drawn up after the text in accordance with GOST 7.1-2003 «Bibliographic record. Bibliographic description. General requirements and rules of compilation», Bibliographic description. General requirements and rules of compilation», GOST R. 7.0.100–2018 (as amended and supplemented on December 03, 2018) «Bibliographic record. Bibliographic description. General requirements and rules of compilation» and includes no more than 5-20 sources. Self-citation of no more than 1-2 sources. Manual numbering is used, automatic numbering of the list of references is not allowed. References to relevant sources are given in the text as they are mentioned, in square brackets [1, 73] with end-to-end numbering, indicating the number of the source according to the list of references and the page or article of the normative act referred to by the author. If there are works presented in Cyrillic in the list of references, it is necessary to submit the list of references in two versions: the first – in the original, the second – in romanized alphabet (transliteration is a recommended free site <http://translit-online.ru/>). Translation from Russian into Latin/Online Converter <http://translit-online.ru/>. Translation from Kazakh into Latin/Online Converter <https://qazlat.kz/ru/>.

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Articles are reviewed by members of the editorial board, the editorial office and also by experts, leading experts in the relevant field, who were invited for this purpose. The determination of a suitable reviewer for the assessment of an article is made by the editor-in-chief, deputy editor-in-chief, scientific editor and editorial director. The review takes up to 1-4 weeks, however, at the request of the reviewer, this period can be extended.

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The author(s) confirm that they have studied the editorial policy of the journal, including general information about the journal, the procedure for reviewing articles, guidelines for authors and standards of publication ethics.

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- to refuse to review the manuscript and inform the editorial board about it if the reviewer does not have specialized knowledge on the topic of the material.

Responsibilities:

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- to give an objective and reasoned assessment of the received material;
- to ensure the confidentiality of information or ideas obtained during the review process and related to potential benefits;

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- make suggestions to improve the work of the editorial staff.
- to get acquainted with the draft decisions of the director of the enterprise and the head of the editorial and publishing department, which relate to his activities;
- make the necessary decisions to ensure the daily work of the editorial office within its competence.
- take part in meetings of collegial management bodies when discussing issues related to the organization of the editorial office.

Responsibilities:

- to develop a concept for the development of the publication;
- manage the work of all editorial staff;
- edit articles prepared by the authors of the publication;
- send manuscripts for editing and review;
- prepare materials for printing;
- write reports on the work of the editorial office.

The members of the editorial board must:

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