

**Authors Guide**

**Journal of Translation and Languages**

**International Journal Annual Peer-reviewed Journal which publishes Research and Reports Related to Translation and Languages**

**Edited by University of Oran 2-Algeria**

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The Journal of **Traduction et Langues TRANSLANG (Translation and Languages)** is an international, double-blind peer-reviewed, bi-annual and free of charge, open-access journal edited by University of Oran2. The published works in the journal were more directed to German with a clear orientation towards translation. From 2010 onwards, TRANSLANG becomes multidisciplinary and more languages are present: English, Arabic, French, Spanish, Russian, and the work between translation and languages is balanced. In 2020, TRANSLANG is indexed, its staff is characterized by the international dimension which gives the journal more credibility. In 2022, TRANSLANG is updated and specialized in translation studies, as part of the High-Quality Research (HQR) framework. The themes addressed today are particularly related to the reflection on translation as a process, especially the translation of specialized texts (technical, literary, artistic), on the interpreting process (simultaneous, consecutive, community), on the cognitive aspects of translation, history of translation, didactics and pedagogy, translatology, and terminology. The journal publishes original research and survey articles, it aims at promoting international scholarly exchanges among researchers, academics, and practitioners to foster intercultural communication by providing insights into local and global languages and cultures. The journal is published twice a year starting from 2010, the first was edited in 2002 one issue a year by University of Oran.

The quality of the manuscripts is not the only criterion for acceptance; the criterion of novelty/originality is also necessary for publication. TRANSLANG favours various methodologies, argumentative, empirical, scientometric, etc. TRANSLANG aims to offer visibility to researchers in translation studies from the Maghreb, Africa, the Middle East, Asia and the West.

The journal accepts original papers, reports, and reviews in English and French, German and Spanish. It is published in both print and online versions. The online version is free access and downloadable. All original and outstanding research papers are highly accepted to be published in our International Journal.

**1. Submission of Articles**

Potential authors who are interested in the various themes covered by our journal are highly encouraged to submit their articles, reports and reviews to **TRANSLANG**. But, before submitting your manuscripts, we invite you to read carefully our "Author Guide" and "Instructions for Authors" on the online platform designed for the Algerian scientific journals:

<https://www.asjp.cerist.dz/en/PresentationRevue/155>

Notice thatRegistration and access are required to submit articles, and to check the status of manuscripts. To get informed about the journal’s publishing format, the Template is available for download in Arabic, English, Deutsch, Spanish, French or Russian from the websiteof the journal, and does not require registration.

After you reach the journal’s homepage, and whether you are logged in with an ASJP account or not, the “Paper Submission” button will always appear in a menu at the bottom of the journal’s cover page thumbnail. This will take you to a page with downloadable guide for authors and instructions for authors (Template).

It is important to consider the fact that acceptance to review an article can be obtained only if manuscripts are submitted as a single attachment, formatted according to the template available for download.

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The submission process is fairly easy, and all that you will need to do is to click on the “Paper Submission” located in the ASJP platform link:

<https://www.asjp.cerist.dz/en/PresentationRevue/155>

If you are a registered user on the platform, you should log in to have full access to the journal’s options. If you do not own credentials to access the platform, there is an available link under the search bar after you click on “Paper Submission” on the journal’s homepage. Please know that a valid email address is required to complete registration.

If you have a **username/password** on the platform, and you have logged in for the journal **TRANSLANG,** go directly to **connection.** If you need a username/ password, go **to registration.**

**2. Guidelines for Authors:**

As mentioned previously, only manuscripts which comply with the guidelines of our journal are accepted. The Editor-in-Chief has the right to reject the research papers that do not respect the publication rules and ethics statements of the journal.

**3. Evaluation of the Article**

**3.1.** After receiving the articles, the editor in chief will ascertain of the format compliance. If articles comply with publishing format, they will be sent to reviewers from different institutions than the author with blinded authorship through associate editors. Articles that are incoherent with required format will be declined, and their authors will be notified, with one last chance to make format adjustments.

**3.2.** The members of the editorial team of the journal from nineteen countries (United Kingdom, Canada, Malaysia, Holland, Spain, Russia, France, Germany, Jordan, Qatar, Dubai, Saudi Arabia, Lebanon, Egypt, Palestine, Yemen, Morocco, Cameroun, Algeria), belonging to an international specialized community, perform a blind review of every single submitted manuscript on the basis of a set of criteria, among which originality, timeliness, interest and importance of the topic, proper language, and relevance to the journal’s readership (see evaluation grid).

If the manuscript is rejected, the editor in chief will inform the author about the decision of the editorial team via platform by sending a message. The author can resubmit his paper by taking into account the received observations.

**3.3.** If the article is eligible for evaluation, it will be sent to one of the associate editors who will send it in his turn to two expert reviewers. The reviewers are sent the submission anonymously and requested to observe a deadline of one month as a maximum to transmitting their reports to the editor-in-chief. In case of contingencies that may extend the deadline, the reviewer is expected to send an early notification to the editor in chief.

**4. Status of Articles Evaluation**

The reviewers are required to disclose potential conflicts of interests, if any, that may affect the outcome of the blind reviewing process. The reviewers are provided with an evaluation form available on the platform that determines the criteria of judgment on the paper’s originality, method and data analysis, clarity of findings and discussion, referencing and documentation. The review report should also include general comments to the editor-in-chief and both general and specific anonymous comments to the author(s) that will be transmitted by the editor-in-chief. If the two reviewers are in disagreement in terms of judgment on the suitability of the paper for publication, further peer reviewing may be ensued.

**5. Preparation of the Article**

In order to avoid format rejection, we invite authors to use the Journal’s template. A template for authors is available in the “instructions for authors” file, you are requested to use it as a model. It can be downloaded from “Instructions for authors” on the journal’s web page.

**6. Publication details**

By clicking on the "**Author Guide**", a zip file is uploaded. This guide comprises a guide for authors explaining the modalities of articles submission/evaluation, a publication ethics and malpractice statement, as well as the copyright terms and conditions of the Journal to which the author explains that the publication and intellectual property belong to the Journal of **TRANSLANG** only.

**7. Sending the article**

Authors submitting suitable manuscripts on the basis of our template are requested to send their article via this link:

<https://www.asjp.cerist.dz/en/PresentationRevue/155>

Also, authors are requested to fill in the information needed before sending their manuscripts (thearticle’s language, title, abstract, keywords, the author’s full name, affiliation, email, and other authors).

**8. Notification of Receipt of an Article**

If the article submission process is realized successfully, a confirmation is given on the Platform. The author will then receive via email a notice of an article’s submission, and a notice to the second author via email as a confirmation of co-authorship.

**9. Notice of Rejection of the Article**

If the article is not found suitable for publication in **TRANSLANG**, the author will be notified that the article has been rejected.

**10. Follow-Up of the status of the Article on the Platform**

The author has to log in regularly to follow the status of his/her article by clicking on the icon "**Articles**" and then "**Sent Articles**" will show a table that details the article from: Address; Date of the Article’s submission; the Title of the Journal; and other details; the latter goes through several stages:

 Stage **1** : Accepting or rejecting arbitration ;

 Stage **2** : A pending article ;

 Stage **3** : Send the article to the reviewers ;

 Stage **4** : The decision of the reviewers to accept the article or reject it or request for modification.

**11.** The editor-in-chief reserves the right to modify accepted manuscripts that do not conform to scientific, technical, stylistic or grammatical standards, without affecting their content**.**

**12.** The editor-in-chief is not obliged to return non-accepted articles.

**13.** In case, a manuscript has been judged as violating the rules of ethics and research practice, no article will be accepted for the author under question.

**14.** The opinions expressed in the Journal are those of the authors and do not necessarily reflect the views of the Journal.

**15**. Contact Mail: translang.journal@univ-oran2.dz , ghaniaouahmiche@gmail.com

**Process Diagram**

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