



Form (3\1) Request to Publish a Work

Author(s) Data:					
Quadruple Author's Name	Scientific Rank	College	Department	General Specialty	Specialization

Proposed Product Data:	
Title	
Language	
Category ¹	<input type="checkbox"/> Scientific Thesis <input type="checkbox"/> Scientific Research <input type="checkbox"/> Systematic Textbook <input type="checkbox"/> Other <input type="checkbox"/> Translator <input type="checkbox"/> Investigation <input type="checkbox"/> Scientific Encyclopedia <input type="checkbox"/> Library Books & References

If the work is a book (Syllabus, Refence, Investigative) please fill the following:	
The stage to be taught	
Section	
The contents of the book that correspond to the course approved in the study plan	
Courses in which the book is used	
Has a survey been conducted for the presence of similar works in the same specialty?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has this work ever been published before?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What are the reasons for publishing the work?	1-..... 2-..... 3-.....

¹ According to Article 12 of the Unified Regulations for Scientific Research in Universities

To get the application in word scan the following barcode:





جامعة الإمام عبد الرحمن بن فيصل
IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY
— أمانة المجلس العلمي —
The Secretariat of the Scientific Council

Form (3\2) Proposed Product Rate

	Title of the work in the original language	
	The work category	<input type="checkbox"/> Author's book <input type="checkbox"/> Detective <input type="checkbox"/> Other() <input type="checkbox"/> Scientific Encyclopedia <input type="checkbox"/> Translator <input type="checkbox"/> Search <input type="checkbox"/> Dissertation

No.	Evaluation Element	Evaluation	Dep. Council	College Council	Publication Council
1	Classification of the work from the academic pov	① Textbook ②Scientific Reference ③Systematic ④Other ()			
2	Work language	① Sober ② Satisfying ③Unsatisfying			
3	Quotation	① Committed ②Partially committed. ③ Non-committal			
4	Clarity of Tables& images	① Excellent ② Good ③ Acceptable ④ Not applicable			
5	References	① Modern & Sufficient ②Need to add & update ③ Not enough			
6	Overall Output work	① Excellent ② Good ③ Acceptable ④ Not applicable			
7	Publisher Level	① Excellent ② Good ③ Acceptable ④ Unacceptable ⑤ Not applicable			
8	Work Edition	① Not printed. ② Edition () ③ Not applicable			
9	The scarcity of the work in the field of specialization	① Rare ② A little ③ A lot			-
10	Work Content	① Comprehensive ② Partial ③Insufficient			-
11	The Relationship of the work to the Specialized of the. Author	① Within the general Specialization. ② Within the subspecialty ③ Outside the specialty			-
12	The relationship of the content of the work to the master's and doctoral theses of the applicant	① A lot of similarity ②A partial similarity ③ No similarity ④ Not applicable			-
13	Work Title	① Expresses the content ② Partially ③ Doesn't express the content			-
14	General Scientific Aspect	① Excellent ② Good ③ Acceptable			-

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15	Work Production	① Doesn't conflict with the general publishing regulations ② Contradicts general publishing regulations			
16	General Evaluation of the work	① Excellent ② Good ③ Acceptable ④ Not applicable			
Other Strengths:.....					
Other Weaknesses:.....					
Note: Fill in the fields of the competent authorities with the number chosen from each element of the evaluation					

Head of Department		Date		Signature	
Dean of the college		Date		Signature	
Chairman of the board of directors of the scientific publishing center		Date		Signature	

To get the application in word scan the following barcode:





Decision of the competent authorities

Section session number	<input type="checkbox"/> Recommend publishing the work <input type="checkbox"/> Recommend against publishing the work for the following reasons :	Recommendation of the department board
Section session date	1-..... 2-..... 3-.....	
Chairman of the department council		
Signature		
College session number	<input type="checkbox"/> Recommend publishing the work <input type="checkbox"/> Recommend against publishing the work for the following reasons :	College board recommendation
College session data	1-..... 2-..... 3-.....	
Chairman of the college council		
Signature		
Board meeting number	<input type="checkbox"/> Recommending submission to the scientific council for the publication of the work. (Decision after arbitration) <input type="checkbox"/> Recommend against publishing the work for the following reasons :	Recommendation of the president of the scientific publishing center
Board meeting date	1-..... 2-..... 3-.....	
Chairman of the Board of Directors of the Scientific Publishing Center		
Signature		
Scientific council session number	<input type="checkbox"/> Approval of the publication of the work with a financial reward of () in accordance in the article (25),(29),(30)of the Unified regulations for scientific research in universities. <input type="checkbox"/> Recommend against publishing the work for the following reasons :	Decision of the scientific council
Scientific council session date	1-..... 2-..... 3-.....	
Vice President for Graduate Studies and Scientific Research and Chairman of the Scientific Council		
Signature		

To get the application in word scan the following barcode:





Form (3/3) Tight Evaluation of The Work

	Title of the work in the original language	
	The work category	<input type="checkbox"/> Author's book <input type="checkbox"/> Detective <input type="checkbox"/> Other() <input type="checkbox"/> Scientific Encyclopedia <input type="checkbox"/> Translator <input type="checkbox"/> Search <input type="checkbox"/> Dissertation

No.	Evaluation Element	Evaluation	Grade	Maximum Rating
1	Classification of the work from the academic pov	<input type="checkbox"/> Textbook <input type="checkbox"/> Scientific Reference <input type="checkbox"/> Systematic <input type="checkbox"/> Other ()		6
2	Work language	<input type="checkbox"/> Sober <input type="checkbox"/> Satisfying <input type="checkbox"/> Unsatisfying		6
3	Quotation	<input type="checkbox"/> Committed <input type="checkbox"/> Partially committed. <input type="checkbox"/> Non-committal		6
4	Clarity of Tables& images	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Not applicable		5
5	References	<input type="checkbox"/> Modern & Sufficient <input type="checkbox"/> Need to add & update <input type="checkbox"/> Not enough		5
6	Overall Output work	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Not applicable		5
7	Publisher Level	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Unacceptable <input type="checkbox"/> Not applicable		5
8	Work Edition	<input type="checkbox"/> Not printed. <input type="checkbox"/> Edition () <input type="checkbox"/> Not applicable		5
9	The scarcity of the work in the field of specialization	<input type="checkbox"/> Rare <input type="checkbox"/> A little <input type="checkbox"/> A lot		5
10	Work Content	<input type="checkbox"/> Comprehensive <input type="checkbox"/> Partial <input type="checkbox"/> Insufficient		6
11	The Relationship of the work to the Specialized of the Author	<input type="checkbox"/> Within the general Specialization. <input type="checkbox"/> Within the subspecialty <input type="checkbox"/> Outside the specialty		5
12	The relationship of the content of the work to the master's and doctoral theses of the applicant	<input type="checkbox"/> A lot of similarity <input type="checkbox"/> A partial similarity <input type="checkbox"/> No similarity <input type="checkbox"/> Not applicable		5





13	Work Title	<input type="checkbox"/> Expresses the content <input type="checkbox"/> Partially <input type="checkbox"/> Doesn't express the content		5
14	General Scientific Aspect	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable		6
15	Work Production	<input type="checkbox"/> Doesn't conflict with the general publishing regulations <input type="checkbox"/> Contradicts general publishing regulations		5
16	General Evaluation of the work	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Not applicable		5
Other Strengths:..... Other Weaknesses:.....				Maximum strength is calculated (15point)
Total				100

<input type="checkbox"/> Metaphor <input type="checkbox"/> Uncertified <input type="checkbox"/> Metaphorical after modifying the notes below:				
Name of the arbitrator		signature	Date	

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List of proposed arbitrators (confidential)*

No.	Name	University	college	General & Subspecialty	Email	Phone
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

*To be placed in a secret envelope stamped by the dean of the college

To get the application in word
scan the following barcode:





List of requirements to apply for publication of a work

We hope to make sure that the following requirements are complete before submitting the workbook

No.	Application Requirements	
1	Form (1\3) Request to Publish a Work	<input type="checkbox"/>
2	Form (3\2) Proposed Product Rate	<input type="checkbox"/>
3	Biography of the author(s)	<input type="checkbox"/>
4	A list of 5 proposed arbitrators (according to the attached form)	<input type="checkbox"/>
5	An electronic copy of the work	<input type="checkbox"/>
6	3 hard copies of the work are unbinding	<input type="checkbox"/>
7	An electronic copy of the transaction in PDF format	<input type="checkbox"/>
8	Competent authorities' decision format	<input type="checkbox"/>
9	Copy of national assembly record	<input type="checkbox"/>
10	Copy of college assembly record	<input type="checkbox"/>

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