

Policy Document of Wah Academia – Journal of Social Sciences

Description

Wah Academia – Journal of Social Sciences provides a unique focus on theories, concepts, models, frameworks and philosophies related to Social Sciences. It offers a blend of experiences to young researchers, educationists and academicians to express and publish their original and genuine unpublished work. The journal provides a platform for academicians and policymakers to foster new paradigms in the field of Education and Social Sciences.

Vision & Scope

With broader scope and interdisciplinary approaches, Wah Academia Journal of Social Sciences seeks to add to debates in a wider range of disciplines. It promotes research through contributions from multiple disciplines with diverse methodologies and theoretical frameworks. It welcomes research articles which cover broader areas of social and humanities sciences. Such articles should employ rigorous and innovative research methods, diverse perspectives and critical thinking.

Manuscripts from the following branches of social sciences can be submitted to the Wah Academia: Economics, Education, English, Islamic Studies, International Relations, Mass Communication, Media Studies, Pakistan Studies, Psychology and Sociology.

The journal considers the following types of scholarly work for publication in the field of Social Sciences:

- Empirical research articles
- Theoretical Articles/ Review articles (Meta-Analysis)
- Commentaries
- Research Notes

Publication Frequency

Wah Academia is a biannual journal with two issues – Summer and Fall.

Review Process

A full double-blind refereeing process will be used that will comprise of following steps:

- a. The paper submitted to the journal will initially be reviewed by the Editor – in – Chief for its compatibility with the scope of the WAH ACADEMIA JSS.
- b. If the Editor – in – Chief feels that the content of the paper is appropriate for the journal and will be interesting to its readers, then the manuscript will be sent to reviewers (national and International) on the review panel of the journal who have significant contributions in the concerned research area.
- c. The reviewers' recommendations determine whether a paper will be accepted /rejected. Accepted subject to minor modifications/subject to resubmission with significant changes.
- d. If the paper is accepted by the reviewers, the author(s) will be notified about its acceptance and tentative date of publication (both online and in print).

Publication Process

Upon submission of the article, the manuscript is screened for plagiarism and originality checks. Only original and un-plagiarized articles are referred to the editor for the initial stage review process. Once the editor evaluates the scope and the quality of work, and the compatibility of the manuscript with the journal scope, the manuscript is sent to two reviewers after removing the author's identification.

Type of Publication

Research Articles: Original research in various fields of Social Sciences and Humanities will be considered for publication.

Reviews: Reviews of recent developments, discoveries, improvements, and ideas in various fields of Social Sciences and Humanities will be considered for publication.

Editorial Policy

Editorial Policy

The Wah Academia Journal of Social Sciences is a biannual publication, meaning it is issued twice a year. This journal publishes articles, research papers, and scholarly work related to various fields within the Social Sciences domain. Researchers and academics can expect to find new and valuable insights in this journal on a regular basis, as it maintains a rigorous publishing schedule, releasing new issues every six months.

Author's Guidelines / Criteria

In the Wah Academia Journal of Social Sciences, authorship is determined based on substantial contributions to the research and preparation of the manuscript. To be listed as an author, individuals must have made significant intellectual contributions to the conception and design of the study, analysis and interpretation of data, drafting or critical revision of the manuscript, and approval of the final version to be published. All authors are expected to participate in the research process and take responsibility for the integrity and accuracy of the work. In cases where multiple authors are involved, it is important for each author to be able to defend the content and conclusions of the manuscript. The journal follows the guidelines provided by international organizations, such as the International Committee of Medical Journal Editors (ICMJE), to ensure fairness, transparency, and appropriate recognition of authorship contributions. Authors submitting manuscripts to the Wah Academia Journal of Social Sciences are encouraged to familiarize themselves with these criteria to maintain the highest standards of academic integrity and collaboration.

The same article cannot be published both in the conference proceedings and in a journal. The Authors are encouraged to submit their manuscript by registering on the website. Or, if facing any problem in using the ojs system, authors are advised to submit their papers in MS Word format via email on info@wahacademia.com. The editors reserve the right to edit articles to conform to the style of the journal. All submitted articles are refereed by academic specialists in the journal's field of coverage.

The following template will be used by authors to format their manuscript:

Language

All articles must be written in English. If English is not your first language, please ask an English-speaking colleague to proofread your article.

Structure of the Article

Title Page

The title of the article should contain no abbreviations or acronyms. The title should be followed by the author's name, affiliation and E-mail contact.

Abstract

A 150-to-200-word description of the article

Keywords

Describe approximately 5 keywords (or phrases) suitable for indexing and on-line search purposes. They should contain all the essential words or phrases of the title and of the abstract.

Body

Format text and paragraph of body in the following style:

- 12-point – Times New Roman
- Double-spaced
- Margins must be 1 inch on all sides
- All pages must be portrait, no landscape
- The pages should be numbered serially
- Length of the paper: Manuscripts should usually be less than 6000 words in length

References

References should be cited in the text according to the APA style. Ensure that dates, spelling and title used in the text are consistent with those listed in the References.

It is the author's responsibility to ensure where copyright materials are included within an article, and the permission of the copyright holder has been obtained.

Author's Submissions

Complaint Submission

Recommended Actions

WAH ACADEMIA JSS thinks it's a legitimate right of the authors to resolve matters amongst themselves.

The complainant must be aware that the rejection is based upon criteria of the journal and not a personal decision. The investigation into the matter cannot be conducted until and unless the editor informs the corresponding author or the institution or company at which the research is conducted.

The editor should mention that the matter to the institution or company responsible for the manuscript, if the author fails to provide reasonable explanation. Though some agencies do not consider the disputes related to the authorship.

It is advised to the editors that they must seek the view / opinions of the third parties who have full knowledge and responsibility of the complainant's alleged facts.

The complainant must appeal with logical arguments to the editor – in – chief, preferable online to reconsider the decision against the manuscript. The appeal should follow the proper channel.

Appeal Submission

A statement of the journal's process for authors to submit an appeal

It sometimes happens that the article for some reasons is rejected by the editorial board of the journal. If you receive rejection from the editor of the journal, where you have submitted your manuscript. The immediate decision you have to make is to appeal or not against the decision.

Here we will guide the authors how to proceed if their article is rejected. The best and smart thing will be to appeal respectfully.

Dealing with a Negative Editorial Decision

The first step is to think cool mindedly what to do and work upon the options you have in

your hand. Don't you make rash decision and be rude. Look closely upon all the options and the merits of the rejection. It depends upon the rules of the journal if they offer resubmission of the manuscript.

Must not forget that appeals are not always successful, it's a rare opportunity one gets, and only when if you provide new information and solid evidences to address the rejection decision raised by the journal. Your appeal should be very concise and based upon rational arguments, and facts. If the editorial board of the journal has rejected your manuscript upon legitimate concerns about your research, take them into account seriously.

You must not take rejection personally. Thus, the words and allegations must not be personal in your appeal. There are criteria for the editorial board and rules and principles which they follow nothing is personal. If one manuscript is rejected it does not mean all of your articles will be rejected too.

The Appeal Letter to Journal Editor

For the Authors:

If the author has decided to contest the decision of the Journal about your paper, you can do so, but only if the editor – in – chief of the journal allows it. Not all of the author can do. If so, you have to search for other options, like submitting your write up to any other journal.

Thus, you have to prepare an appeal properly under certain circumstances, e.g., that the journal has some suggestions specified for it, and is accepting your revised manuscript. In this case, contact the editorial office of the journal, through OJS, and request for another chance to submit your paper.

While writing your appeal, clearly explain why you disagreed with the decision of the journal editorial board, and provide evidences to prove your point. You should NOT in any case repeat the same mistake you have already done in your rejected manuscript. The request should be based upon new and solid information which the editor – in – chief might consider.

When to Submit Your Manuscript to Another Journal:

If despite your all efforts the manuscript is not accepted by the editorial body of the journal, search for other options. It not often that the journals attend to more than one appeal, thus you should consider sending your article to any other journal to avoid waste of time.

Better consult your fellow of the same field about the other journals, if you are not having much information. Your colleagues can guide you to submit your manuscript to a good reputed journal. Look at their requirements and submit. But make sure, you must learn from the past experience and do not repeat the same mistakes owing to which your article was previously rejected. Get assistance from reviewers or your peers to review your manuscript and bring things to logical sequence. Hire a good proofreader and editor to shape your article.

Article Processing and Publication Charges

Wah Academia Journal of Social Sciences charges article processing fees. To provide open access, we use a business model in which expenses including those of peer review, journal production, and online hosting and archiving are recovered in part by charging a journal-specific processing and publication fee to the authors for each article they publish. The fee covers part of the handling expenses and thus it is entirely non-refundable.

Article Processing fee: Rs: 35,000/- (National authors) US\$ 130 (for an international author)

Why APC?

Publishing process/ Maintenance of Website

WAJSS develops and maintains independent online submission and peer-review website. We also provide various services to the research scholars on which handsome amount is spent.

Publishing Operations

- Triaging—sorting of papers upon submission by internal staff and editorial board members.
- Organization of peer-review— WAJSS provides quality assistance to Editors so that they can focus on editorial decisions. Our in-house editors invite reviewers, collect review reports, communicate with authors and reviewers, correspond with authors about revision, etc.
- Publication—including copy-editing, typesetting, copy-editing XML and PDF conversion, and language editing. WAJSS provides excellent quality English editing for all accepted papers, included in the APC.
- Proofreading—It is a must step to maintain quality of the journal.

- Indexing & archiving— WAJSS has a team dedicated to indexing relations that advise on the eligibility of a journal for application to be indexed in different databases. Our team communicates closely with the contact persons at the different databases and receives regular updates on the status of applications. We dedicate time to keep ourselves up to date on any changes in the evaluation criteria or application procedure.

Promotion

- WAJSS promotes its journals and articles through sponsorships of conferences, scholarly society events, and other promotional activities, as well as a series of awards to support researchers.

General

- Management & administration include costs related to salaries of non-editorial staff and other business costs which include CrossRef membership, DOI charges, Portico, and membership of other paid indexing services.

Account Details

- Corresponding authors are advised to contact the editor of the journal about further information of depositing fee into the account, once a manuscript is accepted for final publication. Authors will also receive email Refresher for deposit APC.

Note:

Wah Academia Journal of Social Sciences (WAJSS) will no longer officially blacklist authors who withdraw their manuscripts before the completion of the peer-review process. However, using peer-reviewed resources without the intent or ability to publish is very problematic and has serious consequences (Withdrawal Policy) for the authors. Before submitting, please make sure you have the necessary funds to pay the APC if accepted.

Plagiarism Policy

Plagiarism Policy

1. Definition of Plagiarism

Plagiarism is the act of using someone else's ideas, words, or work without proper acknowledgment. This includes, but is not limited to, copying and pasting text, paraphrasing without citation, and presenting someone else's work as one's own.

2. Unacceptable Forms of Plagiarism

The following actions are considered unacceptable forms of plagiarism within the Wah Academia Journal of Social Sciences:

- a. **Verbatim Copying:** Using someone else's words without proper quotation marks and citation.
- b. **Paraphrasing without Attribution:** Rewriting someone else's work in your own words without giving proper credit.
- c. **Self-Plagiarism:** Submitting work that has been previously published without proper citation and disclosure.
- d. **Unauthorized Collaboration:** Submitting work that has been produced in collaboration with others without proper acknowledgment.
- e. **Fabrication:** Creating fictitious data or results and presenting them as genuine.

3. Originality and Attribution

Authors submitting manuscripts to the Wah Academia Journal of Social Sciences must ensure the originality of their work. Proper attribution must be given to the original sources of ideas, words, and data. Any previously published work must be properly cited, and any overlap with the author's previous work must be disclosed.

4. Plagiarism Detection

To maintain the integrity of the journal, submitted manuscripts will be subject to plagiarism detection using appropriate software tools. The editorial team reserves the right

to verify the originality of the submitted work.

5. Consequences of Plagiarism

If plagiarism is detected in a submitted manuscript, the following actions may be taken:

- a. **Immediate Rejection:** The manuscript may be rejected without further review.
- b. **Author Notification:** The author will be notified of the plagiarism and given an opportunity to respond.
- c. **Publication Retraction:** If plagiarism is confirmed after publication, the article may be retracted, and appropriate notices will be issued.
- d. **Author Blacklisting:** Authors found guilty of plagiarism may be prohibited from submitting future manuscripts to the Wah Academia Journal of Social Sciences.

6. Reporting Plagiarism

Readers, reviewers, and other stakeholders are encouraged to report suspected cases of plagiarism to the editorial office. All reports will be treated with confidentiality.

7. Appeals

Authors have the right to appeal decisions related to plagiarism. Appeals should be submitted in writing to the editorial office, along with supporting evidence.

8. Review and Revision

This plagiarism policy is subject to periodic review and revision. The editorial team may update the policy as needed to address emerging issues and maintain the highest standards of academic integrity.

Editorial Review Policy

Editorial Review Policy Introduction:

The editorial review policy of Wah Academia Journal of Social Sciences reflects our dedication to scholarly excellence, ethical publishing practices, and the advancement of knowledge in the field of social sciences. We invite researchers, scholars, and academics to submit their work for consideration, confident in our commitment to a rigorous and fair review process.

Double-Blind Peer Review Process:

1. Submission and Initial Assessment:

Authors submit their manuscripts to the journal's editorial office.

- The editorial team conducts an initial assessment to ensure submissions meet the journal's guidelines and basic standards.
- Manuscripts that meet the initial requirements are sent out for double-blind peer review.

2. Selection of Reviewers:

- Editors select expert reviewers based on their expertise in the subject matter of the submitted manuscript.
- Reviewers are chosen from a diverse range of institutions and geographical locations to avoid any potential conflicts of interest.

3. Double-Blind Review:

- Reviewers receive manuscripts without any information about the authors' identities.
- Authors are also blinded to the identities of the reviewers.
- This double-blind process ensures unbiased evaluation and maintains the anonymity of both authors and reviewers.

4. Peer Review Evaluation:

- Reviewers assess the manuscript's originality, methodology, clarity, significance, and adherence to ethical guidelines.

- Reviewers provide constructive feedback to help authors improve their work.
- Reviewers make recommendations regarding the acceptance, revision, or rejection of the manuscript.

5. **Editorial Decision:**

- Based on the reviewers' comments and recommendations, the editor-in-chief makes a decision on the manuscript.
- Authors receive anonymous feedback, ensuring that all comments and suggestions are objective and unbiased.

6. **Confidentiality:**

- Reviewers are required to maintain the confidentiality of the review process.
- Reviewer identities are also kept confidential unless reviewers choose to disclose their identities.

7. **Handling Conflicts of Interest:**

- Reviewers are asked to declare any potential conflicts of interest that might affect the impartiality of their review.
- If a conflict of interest is identified, the manuscript is reassigned to another reviewer.

8. **Appeals Process:**

- Authors have the right to appeal editorial decisions.
- Appeals are considered objectively and may involve consultation with additional reviewers.

Conclusion:

The double-blind peer review process at Wah Academia Journal of Social Sciences is designed to ensure the quality and integrity of the articles published. Through this rigorous and unbiased evaluation, the journal aims to contribute to the advancement of social sciences research.

Open Access Policy

WAJSS provides an immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge. To enable unrestricted usage our Journal is following CC-BY-4.0 license. Researchers can copy and redistribute the material in any medium or format, for any purpose. Authors can self-archive publisher's version of the accepted article in digital repositories and archives.

Benefits of Open Access Publishing:

1. Increased visibility and readership: Open Access publications are freely available to all, making research findings more visible and accessible to a wider audience. This increased visibility can lead to greater citation rates and increased readership.
2. Accelerated knowledge exchange: Open Access publishing encourages the rapid dissemination of research findings, accelerating the pace of knowledge exchange and increasing the impact of research.
3. Greater collaboration and interdisciplinary research: Open Access publishing promote interdisciplinary research and collaboration by breaking down the barriers between different disciplines and making research findings more accessible to researchers in different fields.
4. Public engagement and societal impact: Open Access publishing promote public engagement with research findings, making research more accessible to policymakers, journalists, and the general public. This can lead to the creased societal impact of research findings.
5. Cost savings: Open Access publishing can lead to cost savings for researchers and institutions, as they no longer have to pay expensive subscription fees to access research articles.
6. Enhanced reproducibility and transparency: Open Access publishing promote reproducibility and transparency in research by making research data and findings freely available to the public.

Open Access Models:

Wah Academia Journal of Social Sciences Journal adopts the Gold Open Access model, where articles are made freely available to the public immediately upon publication, and the author retains copyright.

Article Processing Charges:

To support Open Access publishing, the Wah Academia Journal of Social Sciences charges Article Processing Charges (APCs) for articles published in the journal. The APCs cover the costs associated with peer review, editorial services, copyediting, typesetting, and online hosting of the article. The APCs are competitive and reflect the quality of the journal and the services provided to authors.

Waivers and Discounts:

Wah Academia Journal of Social Sciences recognizes that some authors may not be able to afford the APCs associated with Open Access publishing. To support authors from low- and middle-income countries, the journal provides waivers or discounts for APCs upon request. The journal also provides discounts to authors who are members of institutions that have an institutional membership agreement with the journal.

In conclusion, the Open Access policy of Wah Academia Journal of Social Sciences reflects its commitment to promoting Open Access publishing and making research findings freely available to the public. The benefits of Open Access publishing, such as increased visibility and readership, accelerated knowledge exchange, and public engagement, make it an essential publishing model for social sciences research. WAJSS is dedicated to supporting Open Access publishing and promoting the benefits of Open Access to the wider academic community.

Copyright & Licensing of WAJSS

Copyright and Licensing

Publication in open access

Creative Commons Attribution License - CC BY- 4.0

Copyrights: The author retains unrestricted copyrights and publishing rights

Archiving Policy

Wah Academia Journal of Social Sciences is committed to the long-term preservation of scholarly research. We are proud to be included in the LOCKSS (Lots of Copies Keep Stuff Safe) and CLOCKSS (Controlled Lots of Copies Keep Stuff Safe) archival systems. These initiatives ensure that our content remains accessible and preserved for future generations of scholars.

<https://wahacademia.com/index.php/Journal/gateway/lockss>

<https://wahacademia.com/index.php/Journal/gateway/clockss>

This utilization of the LOCKSS ("Lots of Copies Keep Stuff Safe") system to create a distributed archiving system among participating libraries and permits them to create permanent archives of the journal for purposes of preservation and restoration.

1. Purpose

The purpose of this Archiving Policy is to establish guidelines for the preservation, accessibility, and long-term archiving of research articles published in Wah Academia Journal of Social Sciences (WAJSS). This policy ensures that the scholarly content published in WAJSS remains accessible and preserved for future generations, supporting the advancement of knowledge in the field of social sciences.

2. Preservation Format

Articles published in WAJSS will be archived in widely-accepted, non-proprietary formats to facilitate long-term preservation and accessibility. Preferred formats include PDF/A (Portable Document Format/Archive) and XML (eXtensible Markup Language) to ensure compatibility with future technologies.

3. Metadata

WAJSS will provide accurate and comprehensive metadata for each archived article. Metadata will include information such as title, author(s), abstract, keywords,

publication date, and Article Identifier to enhance discoverability and citation of the content.

Conflict of Interest

Policies on handling potential conflicts of interest of editors, authors, and reviewers.

Every participant in the peer-review as well as publication process, including, authors, editors, editorial board members, and ad hoc reviewers for Wah Academia JSS—must consider their conflicts of interest when participating in the process of article review and publication and must disclose all relationships that could be viewed as potential conflicts of interest.

Editors who make final decisions about manuscripts should recuse themselves from editorial decisions if they have conflicts of interest or relationships that pose potential conflicts related to articles under consideration. One challenge for editors is to recognize the potential for conflicts of interest and to take appropriate action when biases are likely.

A conflict of interest exists when professional judgment concerning a primary interest (such as patients' welfare or the validity of research) may be influenced by a secondary interest (such as financial gain). Perceptions of conflict of interest are as important as actual conflicts of interest.

Financial relationships (such as employment, consultancies, stock ownership or options, honoraria, patents, and paid expert testimony) are the most easily identifiable conflicts of interest and the most likely to undermine the credibility of the journal, the editors, and of research itself. However, conflicts can occur for other reasons, such as personal relationships or rivalries, academic competition, and intellectual beliefs. Some specific types of conflict of interest are identified and policies outlined below.

Types of Conflicts of Interest

Personal Conflicts

Editors should avoid making decisions on manuscripts submitted from their own institution, or by research collaborators, or co-authors, or competitors. To avoid the possibility of bias, editors should recuse themselves if they have published with, have collaborated with, or have been in a mentoring relationship with any author or contributor of the manuscript within the past three years.

Financial Conflicts

The most apparent type of conflict of financial interest occurs when an editor or affiliated organization may benefit financially from a decision to publish or to reject a manuscript. Financial conflicts may include salary, grants from a company with an interest in the results, honoraria, stock or equity interests in a company whose product is discussed in the article, and intellectual property rights (patents, royalties, and copyrights).

Non-financial Conflicts

Other nonfinancial conflicts of interest should also be avoided or disclosed. Editorial decisions should be based on an objective and impartial consideration of the facts, exclusive of personal or professional bias. All decisions by editors should be based solely on the paper's scientific merit, originality, and quality of writing as well as on the relevance to the journal's scope and mission, without regard to race, ethnic origin, sex, religion, or citizenship of the authors. Editors must disclose personal biases that may affect their editorial decisions.

Note:

Even if prospective reviewers feel confident that the existence of one or more of these potential conflicts of interest would not intrude upon their objectivity, they should protect the credibility of the review process by avoiding even the appearance of a conflict of interest and decline to review the manuscript. A reviewer should not take scientific, financial, personal, or other advantage of material available through the privileged communication of peer review, and every effort should be made to avoid even the appearance of taking advantage of information obtained through the review process.

Specific Conflict of Interest Policies

Submission by an Editor

A paper submitted by an editor will be handled by one of the other editors who does not have a conflict with the review and who is not at the same institution as the submitting editor. The other editor will select referees and make all decisions on the paper. In such circumstances, full masking of the process must be ensured so that the anonymity of the peer reviewers is maintained. Therefore, the editor submitting the paper will not have access to the review records of their own manuscript.

Submission from the Same Institution

A paper submitted by author at the same institution as one of the editors will be handled by one of the other editors. The other editor will select referees and make all decisions on the paper. In the case of an article from the same institution as the editor-in-chief, anytime research is submitted from the editor-in-chief's institution, will be asked to handle the manuscript, and the submission will then not be assigned to any editor at that same institution.

Personal Relationships

A paper submitted by a family member of one of the editors, or by an author whose relationship with one of the editors might create the perception of bias (e.g., in terms of close friendship or conflict/rivalry), will be handled by another editor. The other editor will select referees and make all decisions on the paper. If in doubt, the editors will consult with the editor-in-chief for the journal.

Previous Review

If an editor is assigned a manuscript for review that they had previously rendered a decision on for another journal, then the editor should state they need recuse themselves due to a previous review connection with that article; no further explanation or detail is needed.

Publication Malpractice Policy

Publication Malpractice Policy

Introduction

Wah Academia Journal of Social Sciences is committed to ensuring the integrity of the academic research and publishing process. This Publication Malpractice Policy outlines the ethical standards and procedures to handle cases of publication misconduct, including plagiarism, data fabrication, and authorship disputes.

Plagiarism

Plagiarism in any form is considered a serious offense. Authors submitting manuscripts to Wah Academia Journal of Social Sciences must ensure that their work is entirely original. Any form of plagiarism, including self-plagiarism, will result in immediate rejection of the

manuscript. If plagiarism is detected after publication, the article will be retracted, and the authors will be banned from submitting to the journal in the future.

Data Fabrication and Falsification

Authors are expected to provide accurate and authentic data in their manuscripts. Any manipulation, falsification, or fabrication of data is considered misconduct. If such malpractice is identified, the manuscript will be rejected, and the authors will be prohibited from submitting to the journal in the future. In cases where data fabrication or falsification is discovered after publication, the article will be retracted.

Authorship Disputes

Authorship disputes can arise when multiple individuals claim authorship of a submitted manuscript. It is the responsibility of the corresponding author to ensure that all co-authors have made a significant contribution to the research and agree with the submission. If an authorship dispute is reported, the journal will investigate the matter and may request documentation to resolve the issue. If a resolution cannot be reached, the manuscript may be rejected or retracted.

Reporting Violations

If any reader, reviewer, or editor suspects misconduct or unethical behavior in a submitted or published manuscript, they are encouraged to report it to the journal's editorial office immediately. All reports will be treated confidentially, and appropriate action will be taken following a thorough investigation.

Corrections and Retractions

In cases where publication misconduct is confirmed, the journal will issue corrections, retractions, or expressions of concern as appropriate. Corrections will be made for honest errors, while retractions will be issued for serious misconduct. The retraction notice will clearly state the reason for retraction and will be linked to the original article.

Editorial Responsibilities

The editorial board of Wah Academia Journal of Social Sciences is responsible for ensuring the implementation of this Publication Malpractice Policy. Editors will handle all allegations of misconduct with fairness, confidentiality, and due process.

Reviewer Responsibilities

Reviewers are expected to report any suspicion of misconduct during the review process. If a reviewer identifies potential malpractice, they should bring it to the attention of the editorial office for further investigation.

Conclusion

Wah Academia Journal of Social Sciences is dedicated to upholding the highest standards of academic integrity. This Publication Malpractice Policy is designed to maintain the journal's credibility and trustworthiness among researchers and readers. By adhering to these guidelines, we aim to ensure the quality and ethics of the research published in our journal.

Article Correction/Retraction Policy

Article Correction/Retraction Policy

1. Introduction

Wah Academia Journal of Social Sciences is committed to maintaining the integrity and credibility of the scholarly record. This Article Correction/Retraction Policy outlines the procedures to be followed in the event that errors are identified in published articles, leading to corrections or retractions.

2. Corrections

Corrections are issued in cases where errors, inaccuracies, or omissions are identified in published articles. These errors may be identified by authors, readers, reviewers, or editors. Corrections are made to rectify factual errors and ensure the accuracy of the published information. Corrections do not alter the original publication date and are linked to the original article to maintain a transparent scholarly record.

3. Retractions

Retractions are issued when there is clear evidence that the findings presented in an article are unreliable, either as a result of misconduct or honest error. Retractions are also appropriate in cases of plagiarism, data fabrication, or other forms of ethical violations. Retracted articles are removed from the online platform, but a retraction notice is

published, clearly indicating the reasons for retraction. Retracted articles will be marked as such in the journal's archive for transparency.

4. Criteria for Retraction

Articles may be retracted if:

1. There is clear evidence of data fabrication, falsification, or plagiarism. b. There are serious ethical concerns related to the research or publication process. c. The article reports unethical research, including experiments on humans or animals without proper ethical approval.
2. **Process for Correction/Retraction**
3. **Reporting:** Any concerns regarding published articles should be reported to the journal's editorial office promptly. This can be done by authors, readers, reviewers, or other concerned parties.
4. **Investigation:** The editorial team will conduct a thorough investigation into the reported concerns. This may involve consultation with the authors, reviewers, and experts in the field.
5. **Decision:** Based on the findings of the investigation, the editor-in-chief, in consultation with the editorial board, will decide regarding correction or retraction.
6. **Notification:** Authors, readers, and the relevant institutions, if applicable, will be notified of the decision. Retraction notices will be clearly published on the journal's website.
7. **Editorial Responsibilities**

The editorial board of Wah Academia Journal of Social Sciences is responsible for overseeing the correction and retraction processes. Editors will handle all correction and retraction requests with fairness, confidentiality, and due process.

Repository Policy

Repository Policy: Wah Academia Journal of Social Sciences

1. Introduction:

Wah Academia Journal of Social Sciences (WAJSS) is committed to promoting open access and the dissemination of high-quality research in the field of social sciences. To ensure the widest possible visibility and accessibility of the published articles, WAJSS has established the following repository policy.

2. Open Access Policy:

WAJSS is an open-access journal, meaning that all articles published in the journal are freely accessible to readers worldwide without any subscription or payment barriers.

3. Repository Deposit:

Authors publishing in WAJSS are encouraged to deposit the final accepted version of their manuscripts in institutional repositories, subject-based repositories, or other appropriate platforms that facilitate open access. Authors should ensure that the deposited version includes proper citation and a link to the published article on the WAJSS website.

4. Embargo Period:

WAJSS has no embargo period for repository deposits. Authors are allowed and encouraged to deposit their manuscripts in repositories immediately upon publication in the journal.

5. Metadata Sharing:

WAJSS provides metadata of published articles to indexing and abstracting databases, scholarly search engines, and other relevant platforms to enhance the discoverability of the content.

6. Author Responsibilities:

Authors are responsible for ensuring that their submitted manuscripts comply with the repository policy. Authors should check the policies of their respective institutions regarding repository deposits and ensure compliance with them.

7. Repository Information:

The journal may provide recommendations for reputable repositories or platforms for authors' reference.

Compliance with I4OC Policy

Compliance with I4OC Standards for Open Citations

Introduction

The Wah Academia Journal of Social Sciences (WAJSS) is committed to promoting transparency, openness, and accessibility in scholarly communication. In line with this commitment, WAJSS fully complies with the Initiative for Open Citations (I4OC) standards, contributing to the global effort of making citation data freely available to the public.

What is I4OC?

The Initiative for Open Citations (I4OC) is a collaboration between scholarly publishers, researchers, and other interested parties to promote the unrestricted availability of scholarly citation data. I4OC encourages publishers to make references in their publications open and freely accessible, allowing researchers and the public to access citation data without any copyright or licensing restrictions.

How WAJSS Complies with I4OC Standards:

1. Open and Accessible Metadata:

WAJSS provides open access to its citation metadata, including bibliographic information, author details, and citation data. This metadata is made available in standardized formats, ensuring compatibility and ease of use for researchers and data scientists.

2. Participation in the Initiative:

WAJSS actively participates in the I4OC initiative. By providing open citation data, WAJSS contributes to the growing corpus of openly accessible scholarly information, fostering collaboration, innovation, and research advancement.

3. Integration of Open Citations:

WAJSS integrates open citations within its articles. Citation data, including references cited in each article, is openly available, allowing readers to explore the sources and context of the research presented in WAJSS publications.

4. Data Standardization:

WAJSS ensures that its citation data adheres to recognized standards and formats, making it easier for researchers and automated systems to utilize the data for various scholarly purposes. Standardized data formats enhance interoperability and simplify the integration of citation information into research workflows.

5. Continuous Compliance and Updates:

WAJSS is committed to maintaining its compliance with I4OC standards. The journal stays updated with the latest guidelines and best practices provided by I4OC, ensuring that its open citation data remains current and relevant for the scholarly community.

6. Promoting Open Research:

By complying with I4OC standards, WAJSS promotes open research practices. Open citations empower researchers to trace the evolution of ideas, validate claims, and conduct comprehensive literature reviews, fostering a culture of transparency and academic integrity.

Conclusion:

The Wah Academia Journal of Social Sciences is dedicated to fostering a culture of openness and collaboration in scholarly communication. By adhering to the I4OC standards for open citations, WAJSS contributes significantly to the global initiative of making scholarly citation data freely accessible, thereby enriching the research landscape and promoting the free exchange of knowledge.

Statement of Ethics

The Editorial Board of The Wah Academia is focused on fulfilling and maintaining guidelines of Ethical conduct at all phases of the Journal's distribution cycle. We adhere to the rules for editors, peer-analysts and creators set by the Committee on Publication Ethics (COPE).

Publication Ethics

Ethical standards for publication exist to ensure high-quality publications, public trust in research findings, and that people receive credit for their work and ideas.

Article Assessment

All manuscripts are subject to double blind peer review and are expected to meet standards

of academic excellence. If approved by the editor, submissions will be considered by peer reviewers, whose identities will remain anonymous to the authors. Information about reviewers will not be forwarded to the Authors due to editorial requirements of peer review.

Our Research Integrity team will occasionally seek advice outside standard peer review, for example, on submissions with serious ethical, security, biosecurity, or societal implications. We may consult experts and the academic editor before deciding on appropriate actions, including but not limited to recruiting reviewers with specific expertise, assessment by additional editors, and declining to further consider a submission.

Plagiarism

Authors must not use the words, figures, or ideas of others without attribution. All sources must be cited at the point they are used, and reuse of wording must be limited and be attributed or quoted in the text.

WAH ACADEMIA JSS uses its own software to detect submissions that overlap with published and submitted manuscripts. Editors / Authors can see Similarity Check page for more information on how to interpret these reports.

Manuscripts that are found to have been plagiarized from a manuscript by other authors, whether published or unpublished, will be rejected and the authors may incur sanctions. Any published articles may need to be corrected or retracted. Similarity index should be 19% maximum, as per Higher Education Commission of Pakistan (HEC).

Duplicate Submission and Redundant Publication

Wah Academia JSS considers only original content, i.e., articles that have not been previously published, only in English Language. Articles based on content previously made public only on a preprint server, institutional repository, or in a thesis will be considered.

Manuscripts submitted to Wah Academia JSS must not be submitted elsewhere while under consideration and must be withdrawn before being submitted elsewhere. Authors whose articles are found to have been simultaneously submitted elsewhere may incur sanctions.

If authors have used their own previously published work, or work that is currently under review, as the basis for a submitted manuscript, they must cite the previous articles and indicate how their submitted manuscript differs from their previous work. Reuse of the authors' own words outside the Methods should be attributed or quoted in the text. Reuse

of the authors' own figures or substantial amounts of wording may require permission from the copyright holder and the authors are responsible for obtaining this.

Wah Academia JSS will consider extended versions of articles published at conferences provided this is declared in the cover letter, the previous version is clearly cited and discussed, there is significant new content, and any necessary permissions are obtained.

Redundant publication, the inappropriate division of study outcomes into more than one article (also known as salami slicing), may result in rejection or a request to merge submitted manuscripts, and the correction of published articles. Duplicate publication of the same, or a very similar, article may result in the retraction of the later article and the authors may incur sanctions.

Citation Manipulation

Authors whose submitted manuscripts are found to include citations whose primary purpose is to increase the number of citations to a given author's work, or to articles published in a particular journal, may incur sanctions.

Reviewers must not ask authors to include references merely to increase citations to their own or an associate's work, to the journal, or to another journal they are associated with.

Fabrication and Falsification

The authors of submitted manuscripts or published articles that are found to have fabricated or falsified the results, including the manipulation of images, may incur sanctions, and published articles may be retracted.

Authorship and Acknowledgements

All listed authors must have made a significant contribution to the research in the manuscript, approved its claims, and agreed to be an author. It is important to list everyone who made a significant contribution. Author contributions may be described at the end of the submission, optionally using roles. Changes in authorship must be declared to the journal and agreed to by all authors.

Anyone who contributed to the research or manuscript preparation, but is not an author, should be acknowledged with their permission.

Submissions by anyone other than one of the authors will not be considered.

Authors

Authors must declare: “The author(s) declare(s) that there are no conflicts of interest regarding the publication of this paper.” Submitting authors are responsible for co-authors declaring their interests.

Authors must declare current or recent funding (including article processing charges) and other payments, goods or services that might influence the work. All funding, whether a conflict or not, must be declared in the ‘Acknowledgments’.

The involvement of anyone other than the authors who 1) has an interest in the outcome of the work; 2) is affiliated to an organization with such an interest; or 3) was employed or paid by a funder, in the commissioning, conception, planning, design, conduct, or analysis of the work, the preparation or editing of the manuscript, or the decision to publish must be declared.

Declared conflicts of interest will be considered by the editor.

Reviewers

Reviewers should decline to be involved with a submission when they:

- Have a recent publication or current submission with any author
- Share or recently shared an affiliation with any author
- Collaborate or recently collaborated with any author
- Have a close personal connection to any author
- Have a financial interest in the subject of the work
- Feel unable to be objective

Reviewers must declare any remaining interests in the ‘Confidential’ section of the review form, which will be considered by the editor. Reviewers must declare if they have previously discussed the manuscript with the authors.

Sanctions

If Wah Academia JSS, becomes aware of breaches of our publication ethics policies, whether or not the breach occurred in a journal published by Wah Academia JSS, the following sanctions may be applied:

Rejection of the manuscript and any other manuscripts submitted by the author(s). Not allowing submission for 1–3 years. Prohibition from acting as an editor or reviewer.

Wah Academia JSS may apply additional sanctions for severe ethical violations.

Suspected breaches of our publication ethics policies, either before and after publication, as well as concerns about research ethics, should be reported to Editors.

Corrections and Retractions

When errors are identified in published articles, the editor will consider what action is required and may consult the authors. If there are errors that significantly affect the conclusions or there is evidence of misconduct, this may require retraction or an expression of concern.

Retraction Guidelines.

All authors will be asked to agree to the content of the notice.

Privacy Statement

The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.

Advertisement Policy

Introduction:

Academic journals are an essential medium for the dissemination of research findings, critical analysis, and scholarly debate. They are the lifeblood of academic research and a vital tool for researchers and academics to share their work with the wider academic community. To maintain the integrity and quality of academic journals, it is important to have clear and consistent advertising policies that govern the types of advertisements that are permitted in academic journals.

This advertising policy is designed to outline the guidelines and rules for advertising in an academic journal. The policy aims to provide a framework that balances the needs of advertisers with the values and principles of the academic community.

Advertising Guidelines:

1. Advertisements should be relevant to the readership of the journal and the academic community. The journal should only accept advertisements that are of interest to the readership and are relevant to the research or academic field covered by the journal.
2. Advertisements should not compromise the integrity of the journal. The journal should only accept advertisements that do not compromise the integrity of the journal or the academic community. Advertisements should not contain misleading or false information, and they should not make unsubstantiated claims.
3. Advertisements should not imply endorsement by the journal. The journal should only accept advertisements that do not imply endorsement by the journal or its editorial board. The journal should make it clear that advertisements are not endorsements, and they do not reflect the views or opinions of the journal.
4. Advertisements should be clearly identifiable as advertisements. Advertisements should be clearly distinguishable from editorial content. They should be labeled as advertisements or sponsored content, and they should not be designed to mimic editorial content.
5. Advertisements should not be intrusive. Advertisements should not be placed in a way that interferes with the reading experience of the journal's content. They should not be placed in a way that is likely to cause confusion or distract the reader from the editorial content.
6. Advertisements should comply with all relevant laws and regulations. Advertisements should comply with all relevant laws and regulations, including but not limited to advertising standards, data protection, and privacy laws.
7. Advertisements should not discriminate against any individual or group. Advertisements should not discriminate against any individual or group on the basis of race, gender, age, religion, or sexual orientation.

Advertising Types:

1. **Sponsored Content:** The journal will accept sponsored content in the form of sponsored articles, sponsored reviews, or other similar types of content. Sponsored content will be clearly labeled as sponsored, and it will be placed in designated areas of the journal.
2. **Classified Advertising:** The journal will accept classified advertising in the form of job postings, conference announcements, or other similar types of ads. Classified ads will be placed in designated areas of the journal, and they will be clearly labeled as advertisements.

Advertising Rates:

1. **Sponsored Content Rates:** Sponsored content rates will be determined based on the nature of the content and the amount of editorial involvement required. Rates will be subject to change at the discretion of the journal's editorial board.

2. **Classified Advertising Rates:** Classified advertising rates will be determined based on the nature of the ad and the length of the placement. Rates will be subject to change at the discretion of the journal's editorial board.

Conclusion:

In conclusion, an advertising policy for an academic journal is essential to maintain the integrity and quality of the journal. The policy should provide clear guidelines and rules that balance the needs of advertisers with the values and principles of the academic community.

Direct Marketing Policy

Direct marketing is a marketing strategy that involves communicating directly with potential customers to promote products or services. In the context of academic publishing, direct marketing can refer to any marketing activities aimed at authors, editors, or reviewers to solicit manuscripts or promote the journal. As a reputable academic journal, we recognize the importance of ethical and responsible direct marketing practices that align with our values and mission. This policy outlines our stance on direct marketing activities and the guidelines that must be followed by anyone conducting such activities on behalf of the journal.

Definition of Direct Marketing

Direct marketing activities are any marketing activities that target individuals or organizations through personal communication channels, such as email, telephone, or direct mail, with the goal of promoting products or services. In the context of academic publishing, direct marketing can include activities aimed at soliciting manuscripts or promoting the journal to authors, editors, or reviewers.

Ethical Principles of Direct Marketing

As an academic journal, we believe in upholding ethical principles in all our activities, including direct marketing. The following principles guide our direct marketing practices:

1. **Respect for privacy:** We respect the privacy of our authors, editors, and reviewers and are committed to protecting their personal information. We do not share or sell personal information to third parties for marketing purposes.
2. **Transparency:** We provide clear and concise information about the purpose and nature of our direct marketing activities, including the benefits and potential risks.

3. **Consent:** We obtain the explicit consent of individuals before sending them direct marketing communications. Individuals have the right to opt out of receiving such communications at any time.
4. **Honesty and accuracy:** We provide truthful and accurate information in our direct marketing communications and avoid making false or misleading claims.

Guidelines for Direct Marketing Activities

Any direct marketing activities conducted on behalf of the journal must adhere to the following guidelines:

1. **Identification and disclosure:** All direct marketing communications must identify the sender and clearly state the purpose of the communication. The sender must also disclose their affiliation with the journal.
2. **Consent:** All direct marketing communications must be sent to individuals who have explicitly consented to receive such communications. Individuals must have the option to opt out of receiving further communications.
3. **Frequency:** Direct marketing communications must not be sent excessively or in a manner that is deemed intrusive or harassing.
4. **Content:** Direct marketing communications must be accurate, truthful, and provide value to the recipient. They must not make false or misleading claims or use aggressive or coercive language.
5. **Privacy and confidentiality:** Direct marketing communications must be sent in a manner that protects the privacy and confidentiality of the recipient's personal information.
6. **Monitoring and compliance:** All direct marketing activities conducted on behalf of the journal must be monitored to ensure compliance with this policy and relevant laws and regulations.

Consequences of Policy Violation

Violations of this policy can have serious consequences and may result in disciplinary action, including termination of employment or legal action. Individuals who violate this policy may also face reputational damage to themselves and the journal.

Business Models

Journals are an essential part of the academic publishing industry and are responsible for disseminating scholarly research findings to the wider academic community. However, the production and distribution of journals come with various costs, such as peer review, editorial services, copyediting, typesetting, printing, and online hosting. As a result,

journals need to generate revenue to cover their expenses and maintain their operations. There are several business models or revenue sources that Wah Academia Journal of Social Sciences can adopt to generate revenue. Here we will discuss some of the most common business models or revenue sources WAJSS can adopt.

1. Subscription-based model:

In the subscription-based model, readers pay a fee to access the journal's content. Subscriptions can be purchased by individuals or institutions, such as universities or libraries. Under this model, WAJSS typically offer a print or online subscription or a combination of both. The revenue generated from subscriptions is used to cover the journal's expenses and generate profits.

2. Open Access publishing model:

Open Access (OA) publishing is an emerging publishing model that aims to make scholarly research and publications freely available to the public without any barriers to access. Under this model, journals make their content freely accessible online to readers worldwide, and authors may be required to pay a fee to cover the journal's expenses. The fee can be charged in different ways, such as Article Processing Charges (APCs), where authors pay to publish their articles.

3. Membership-based model:

Under the membership-based model, readers pay a fee to become members of the journal, and in return, they receive access to the journal's content, as well as other benefits, such as discounts on conferences or books. This model is commonly for professional associations, societies, or learned societies that have a specific focus or audience. The revenue generated from membership fees is used to cover the journal's expenses and support the organization's mission.

5. Sponsorship-based model:

Under the sponsorship-based model, WAJSS can generate revenue by seeking financial support from organizations or institutions interested in supporting research in a particular field. Sponsors can provide financial support for special issues, conferences, or research projects, and in return, they may receive recognition, advertising space, or other benefits.

Research Mandate

Advancing Knowledge

The research mandate of Wah Academia (SMC-Private) Limited is to investigate the key issues facing students of research or researchers as they move from start-up to stay-up and then, scale in global markets.

Recognizing that research challenges to smart growth come in many forms, our insights are generated by a cross-disciplinary team of scholars. We work with both local and global researchers and partner with other research institutions. We also collaborate with doctoral students working at the leading edge of new research areas pertinent to Social Sciences

Our research is guided by two focused themes:

- Managing through the scaling process.
- Scaling to be globally competitive.

Research Promotion:

- Continues to nurture the research culture at Wah Academia, building on current success;
- Integrates the strengths of Wah Academia, including open learning; flexible programming and laddering of programs; opportunities for practical experience, co-op and internship placements; and international education in developing the activities of our research students
- Promotes the development of undergraduate research as an integral part of WAJSS, by publishing the research of the research scholars
- Provides research management oversight, review of research centers and programs, and criteria for establishing new ones.

Training:

- Conducts workshops and information sessions for ethics reviews, funding applications, and awards opportunities;

Ethics:

- Supports ethics, and provides training in these areas.

Liaison:

- Liaises with human resources on issues relating to research support, including Research Assistants.

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The CC BY 4.0 license adopted by WAJSS signifies our dedication to removing barriers to knowledge and fostering a global scholarly community. By allowing unrestricted use of published articles, we empower researchers to engage in meaningful dialogue and advance their fields of study. This open access model encourages interdisciplinary collaboration, accelerates scientific progress, and promotes the dissemination of knowledge to diverse audiences. Moreover, it aligns with our mission to democratize information, making high-quality research findings available to anyone with an internet connection, regardless of their geographical location or financial resources.

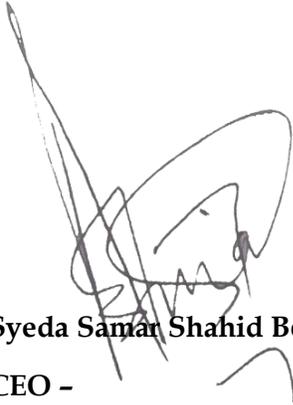
By embracing the CC BY 4.0 license, WAJSS not only benefits the academic community but also contributes to the broader society by enabling informed decision-making and encouraging evidence-based practices. This open access approach reflects our belief in the transformative power of knowledge and underscores our dedication to fostering a more equitable and inclusive global knowledge ecosystem. Authors publishing in WAJSS can take pride in the fact that their contributions have the potential to create a lasting impact, reaching audiences far and wide, and driving positive change in the world.

Verification - Head of the Organization

This brief policy document has been chalked out to facilitate the researchers in understanding the publication processes as well as handling issues related to the publication of their manuscripts in Wah Academia JSS.

The utmost effort has been put to include all the possible information that is necessary to be in the knowledge of the authors as well as editors and reviewers.

We wish best of luck



Syeda Samar Shahid Bokhari

CEO -

Wah Academia (SMC-Private) Limited

