

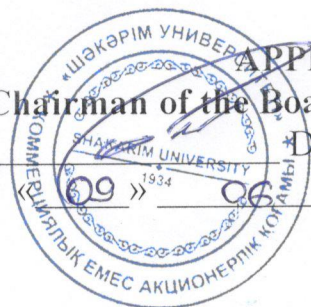
SHAKARIM UNIVERSITY

1934

**EDITORIAL POLICY OF THE
SCIENTIFIC JOURNAL
«Bulletin of Shakarim University.
Technical sciences series»**

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Chairman of the Board – Rector
D. Orynbekov
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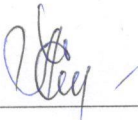
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Technical sciences series»**

Semey
2026

Preface

1 DEVELOPED

Head of the Scientific
Editorial Department

 Y. Yevlampieva « 09 » 06 2026

2 APPROVED

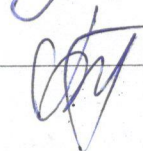
Member of the Management
Board – Vice-Rector for Research

 Zh. Kalibekkyzy « 09 » 06 2026

Head of the Center for Strategic
Planning and Quality Management

 Zh. Orynkanova « 09 » 06 2026

Lawyer

 D. Yenikeyeve « 09 » 06 2026

3 INTRODUCED to replace Revision No. 1 dated April 20, 2021.

CONTENTS

1. GENERAL PROVISIONS	4
2. BASIC TERMS	4
3. OPEN ACCESS POLICY	5
4. PEER REVIEW	6
5. ETHICS OF SCIENTIFIC PUBLICATIONS	7
6. DISCLOSURE POLICY AND CONFLICTS OF INTEREST	8
7. BORROWINGS AND PLAGIARISM	8
8. PREPRINT AND POSTPRINT POLICY	9
9. SOURCES OF INCOME	9
10. CrossMark	9

1 GENERAL PROVISIONS

The scientific journal “Bulletin of Shakarim University. Technical Sciences Series” follows a policy of informational openness and accessibility of authors’ publications. Articles are posted on the journal’s website in three languages: Kazakh, Russian, and English, with full-text access.

Articles in the journal are registered in the CrossRef database, and each author’s article is assigned a DOI – a digital object identifier used to ensure citation, referencing, and access to electronic documents.

The editorial board of the journal includes leading Kazakhstani and foreign scientists.

Distribution area: the Republic of Kazakhstan, neighboring countries, and countries further abroad.

The mission of the scientific journal is to develop the human potential of Kazakhstani science and to unite the efforts of various categories of researchers, university and scientific intellectuals.

The aim of the journal is to focus on applied significance and technology transfer. The journal implements a model of an interdisciplinary engineering platform that combines areas at the intersection of information technology, mechanics, thermal power engineering, chemical engineering, and food engineering. This makes it possible to publish research that corresponds to global scientific trends while maintaining an applied focus.

Thematic areas of the journal:

- Automation and Information Technology
- Mechanical Engineering and Mechanics
- Food Engineering and Biotechnology
- Technical Physics and Thermal Power Engineering
- Chemical Technology

The journal is published once per quarter, four issues per year.

2 BASIC TERMS

Author – a person or group of persons who have significantly participated in the creation of a scientific publication based on the results of scientific research, including conducting and summarizing empirical research materials, developing the article design, writing and preparing the text for publication, etc.

Editor-in-Chief – the person who heads the editorial board of the journal and makes the final decision regarding the publication of articles based on the results of peer review and scientific editing.

Publisher – a legal entity that publishes the scientific journal.

Artificial Intelligence (AI) – a field of science and technology concerned with creating systems capable of performing tasks that usually require human intelligence.

Scientific Editor – a representative of the journal responsible for preparing materials for publication and interacting with authors and readers of scientific publications.

Plagiarism – the intentional unlawful use or disposal by an individual of protected results of another person's creative work, accompanied by providing false information to others about oneself as the true author. In scientific, popular science, and educational works, plagiarism means presenting other people's works or ideas without proper references to the cited work.

Publication process – the process of accepting, reviewing, scientifically editing, preparing for publication, and publishing scientific articles in the next issue of the journal.

Publication ethics – a system of professional conduct standards for participants in the publication process: authors, reviewers, the editor-in-chief, members of the editorial board, and the publisher.

Journal editorial office – a collective term referring to the editor-in-chief, members of the editorial board, and the scientific editor.

Editorial board – an advisory body consisting of authoritative scholars in the relevant fields of scientific knowledge who select, evaluate, and prepare scientific publications for publication.

Reviewer – a member of the editorial board or an invited independent expert who conducts scientific evaluation of authors' materials on behalf of the journal to determine whether they may be published.

3 OPEN ACCESS POLICY

3.1 The journal provides immediate open access to its content based on the principle that free open access to research results promotes greater global exchange of knowledge.

3.2 The open access policy complies with the definition of the Budapest Open Access Initiative (BOAI). This means that articles are freely available on the Internet, allowing all users to read, download, copy, distribute, print, search, or link to the full texts of these articles, scan them for indexing, transfer them as data for software, or use them for any other lawful purposes without financial, legal, or technical barriers, except those inseparable from gaining access to the Internet itself.

3.3 Archiving:

- Kazakhstan Citation Database
- Russian Science Citation Index
- Google Scholar
- The Lens
- Mendeley
- Neuroassistant
- Republican Interuniversity Electronic Library

- WorldCat.org
- CyberLeninka
- Scilit

4 PEER REVIEW

The journal accepts previously unpublished articles by authors in Kazakh, Russian, or English that correspond to the thematic areas of the journal and are formatted strictly according to the requirements.

The manuscript must be uploaded through the electronic platform by the corresponding author, with all metadata about the article and its author(s) provided.

The editorial board reviews manuscripts submitted by authors, organizes peer review, and decides whether to publish or reject the manuscript within two months from the date the manuscript is received through the electronic platform.

During the manuscript processing stages, communication between the editorial office, the corresponding author, and reviewers is carried out through the journal's electronic online platform, and in exceptional cases by email.

When checking the manuscript for compliance with formal requirements, including formatting, the editorial board also checks the manuscript for borrowed text using a plagiarism detection system, access to which is provided through a subscription by Shakarim University.

Manuscripts submitted to the editorial office that meet the formal requirements, formatting requirements, and originality threshold based on the plagiarism check are mandatorily sent for further review.

The journal uses double-blind peer review, meaning that the manuscript is sent confidentially to two reviewers through the journal's electronic platform without indicating the authors' details.

Highly qualified scholars from domestic and foreign organizations with deep professional knowledge and experience in the relevant scientific field may be involved as reviewers.

A reviewer has the right to refuse to write a review if there is an obvious conflict of interest that affects the perception and interpretation of the manuscript materials.

Reviewers are required to provide a clear, objective, and well-reasoned assessment of the manuscript's compliance with the main scientific criteria.

The peer review process ends with a reasoned recommendation regarding further actions by the editorial office.

After receiving reviewers' conclusions, the responsible editor sends them to the corresponding author(s), without identifying the reviewers, so that the authors can respond to comments, make appropriate changes, and resubmit the manuscript through the electronic platform.

Authors may refuse, without explanation, to respond to comments, make changes to the manuscript, or resubmit it to the journal.

After receiving the author's response to all reviewers' comments, the revised manuscript, and the resubmission, the scientific editor sends all materials to the reviewer(s) for repeated review.

A manuscript that has received positive conclusions from two reviewers and the responsible editor is recommended for publication in the scientific journal "Bulletin of Shakarim University. Technical Sciences Series" according to the order in which it was accepted for publication. Manuscripts approved by the editorial board are transferred to the executive secretary for the formation of the journal issue.

If one reviewer provides a positive opinion on the manuscript and the second provides a negative one, the manuscript is sent by the scientific editor to a third reviewer or to a member of the editorial board who is a specialist in the manuscript's subject area. If the third reviewer or editorial board member gives a positive conclusion, the final decision on acceptance or rejection is made by the editor-in-chief.

If there are two negative reviews, the manuscript is rejected. Materials of rejected articles are not used by the editorial board for its own purposes. The editor notifies the author(s) of the rejection and sends the reviewers' conclusions.

Reviews of manuscripts are stored for three years in electronic format on the journal's electronic platform.

5 ETHICS OF SCIENTIFIC PUBLICATIONS

5.1 In its activities, the publisher of the scientific journal "Bulletin of Shakarim University. Technical Sciences Series" is guided by the following fundamental principles of publication ethics:

- Creates conditions for the implementation of ethical principles by the editorial board, scientific editors, reviewers, and authors.
- Helps prevent violations of publication ethics requirements for the scientific journal, including by supporting the editorial office in reviewing claims.
- Ensures the confidentiality of all information related to the publication process, except for information that is publicly available in accordance with the principles of the journal's editorial policy.
- Provides the editorial office with the freedom to select authors' works for publication in accordance with the principles of scientific validity, objectivity, transparency, and based on the results of peer review.

5.2 Principles of publication ethics regarding artificial intelligence

5.2.1 The editorial office of the journal does not recommend the use of AI tools when conducting research or preparing an article.

5.2.2 No AI program, under any circumstances, may be listed as an author or co-author of an article. An AI program may not be included in the list of persons who contributed to conducting the research or preparing the article, since AI-based programs and tools do not and cannot bear responsibility for the submitted work, declare the presence or absence of a conflict of interest, or manage copyright.

5.2.3 If AI is used in preparing an article, it is mandatory to provide full information about the use of AI for generating specific sections of the article. Information about the use of AI may be presented in the introduction or in the “Research Methods” section.

5.2.4 The description of work carried out using AI must include the name, version, and developer of the AI tools used, for example: ChatGPT – developed by OpenAI based on GPT models.

5.2.5 The editorial office reserves the right to decide whether to publish or reject articles prepared using AI. If an article was prepared using AI but does not disclose this information, the article may be withdrawn from publication by decision of the editorial office.

5.2.6 AI may not be used in preparing a review. Fragments of an article or review text may violate the confidentiality of information received from the author.

5.2.7 If a violation of these principles is suspected, the reviewer must inform the journal’s editorial office. If there are concerns that an article or fragments of it were created using AI and this has not been disclosed, this may be noted in the review as a factor affecting the accuracy and/or suitability of the article for publication.

5.2.8 The editorial office is not allowed to use AI when working with an article. The reason is the same as for reviewers: there is a high risk of violating confidentiality when uploading fragments of an article or review to a chatbot.

6 DISCLOSURE POLICY AND CONFLICTS OF INTEREST

Unpublished data obtained from manuscripts submitted for review may not be used in personal research without the author’s written consent.

Information or ideas obtained during peer review and associated with possible advantages must be kept confidential and not used for personal benefit.

Reviewers must not participate in reviewing manuscripts if there are conflicts of interest arising from competitive, collaborative, or other interactions and relationships with any of the authors, companies, or other organizations connected with the submitted work.

7 BORROWINGS AND PLAGIARISM

Articles submitted to the editorial office of the journal “Bulletin of Shakarim University. Technical Sciences Series” are checked using an anti-plagiarism system.

If numerous borrowings are detected, the editorial office acts in accordance with COPE rules.

8 PREPRINT AND POSTPRINT POLICY

During the article submission process, the author must confirm that the article has not been published or accepted for publication in another scientific journal.

When citing an article published in “Bulletin of Shakarim University. Technical Sciences Series” the publisher asks authors to provide a link, namely the full URL of the material, to the journal’s official website.

Articles previously posted by authors on personal or public websites that do not belong to other publishers are eligible for consideration.

9 SOURCES OF INCOME

The publication of the journal is financed through funds from the founding organization, funds from the publisher, publication of advertising materials, publication of reprints, and author fees.

10 CrossMark

CrossMark is a Crossref service that allows readers to access the current version of a published article or other material.

The journal “Bulletin of Shakarim University. Technical Sciences Series” uses the CrossMark service to keep journal content up to date and to inform readers about changes in published articles if such changes occur.