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Eurasian National University»  
*Zh. Kurmangaliyeva*  
17 11 2025



**EDITORIAL POLICY**  
**Gumilyov Journal of History**

## About the Journal

*The Gumilyov Journal of History* is an international, peer-reviewed scientific and historical journal that is open to all readers. The journal's stated mission is to become a leading creative hub that promotes research on all aspects of the history of Kazakhstan (Domestic History) and Eurasia in a broad sense, from the eastern to western margins. Main thematic areas of the journal: Archaeology, World History, National History. The journal welcomes articles that place these regions in a global context (World History). The journal was initially published until December 31, 2024, under the title "[Bulletin of L.N. Gumilyov Eurasian National University. Series: Historical Sciences. Philosophy. Religious Studies](#)", first published in 1995. The journal was established by Non-profit joint-stock company L.N. Gumilyov Eurasian National University, a leading scientific and educational institution in Central Asia that has made significant contributions to advancing academic science, interdisciplinary research, and disseminating scientific knowledge. The university, named after the great Eurasian thinker Lev Nikolaevich Gumilyov, upholds the traditions of in-depth historical analysis by integrating interdisciplinary research methods, scientific support, a solid methodological foundation, and access to extensive academic resources.

The mission and objectives of the journal are to unite scholars working on relevant regional thematic areas, such as archaeology, historiography, source studies, ethnography, and ethnology, providing a platform to present the best theoretical, empirical, and analytical scientific works dedicated to the history of Kazakhstan and the Eurasian continent. The journal's brand is built upon an interdisciplinary and cross-sectoral synthesis, bringing together unique thematic areas in the study of history.

*The Gumilyov Journal of History* is intended for professional historians, researchers, educators, graduate students, and undergraduates interested in historical processes within the Eurasia and beyond. The journal publishes original research articles, review papers, book reviews, archival studies, and analytical materials.

The journal considers all manuscripts under the strict condition that the manuscript is the author's original work and does not duplicate any previously published works, including the author's own prior publications.

Founder and Publisher: Non-profit joint-stock company [L.N. Gumilyov Eurasian National University](#) 010008 Republic of Kazakhstan, Astana, Satpayev 2

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### **The history of renaming:**

*Bulletin of L.N. Gumilyov Eurasian National University. Series: Historical Sciences. Philosophy. Religious Studies – 1995-2024* *zz.*

*Gumilyov Journal of History – since 2025.*

**Publication frequency:** 4 times a year (March, June, September, December).

**The journal publishes articles** in Kazakh, English, and Russian languages.

It is included in the list of [journals recommended](#) by the Science and Higher Education Quality Assurance Committee of the Ministry of Science and Higher Education of the Republic of Kazakhstan.

**Online First** — accepted articles are published on the website with full citation details, assigned DOI, and registered in the Crossref database (DOI remains unchanged after publication). A pre-publication version of the article is available for download in PDF format. Readers can access the article in the "Accepted for Publication" section of the website, and authors can reference it as part of their scientific work in official reports, just like a final published article.

### **Open Access Policy**

The journal provides instant open access to its content based on the principle that making research freely available to the public facilitates greater global knowledge sharing.

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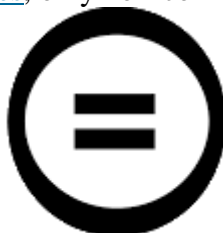
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### **Copyright**

The editorial board of the Gumilyov Journal of History adheres to the copyright laws of the Republic of Kazakhstan and relevant international agreements.

Authors publishing in this journal agree to the following:

- Authors retain the right to distribute their work in accordance with the journal's self-archiving policy ([see details](#)).

- Authors may post their work online (e.g., in institutional repositories or on personal websites) before and during the review process, as this can foster productive discussions and increase citations (see [The Effect of Open Access](#)).

- By submitting an article, the authors agree to the journal's editorial and publication policies and confirm this by providing an [Author's Commitment](#). Once the article is accepted for publication, the authors enter into a [License Agreement](#), granting the journal the right of first publication under a simple (non-exclusive) license.

- The distribution of works published in the journal is as follows with regard to the electronic version of the journal – under open access terms under the [Creative Commons Attribution–NonCommercial–NoDerivatives 4.0 International \(CC BY-NC-ND 4.0\)](#) license;

- Additional terms governing the interaction between the publisher and the author(s) may be specified in a separate agreement and shall not restrict open access to the electronic version of the publications.

Manuscripts submitted by authors are considered for publication only upon the decision of the editorial board and the editor-in-chief. In making their decisions, the editorial board and editor-in-chief rely on reviewers' evaluations obtained during the peer-review process. [More details about the review procedure can be found here.](#)

The publication right granted by the authors entitles the publisher to use the work in the following ways:

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### **Archiving and Depositing**

The publishing system of the Gumilyov Journal of History is configured for electronic backup and content preservation through [the PKP Preservation Network \(PKP PN\)](#). This ensures the long-term storage of the journal's complete archives and enables the automatic recovery of any damaged information.

In accordance with Article 16 of the Law of the Republic of Kazakhstan "On Mass Media" No. 451-I of July 23, 1999, titled "Mandatory Copies of Periodicals and Storage of Television and Radio Program Materials", the media owner submits mandatory copies of the journal to

- the National Libraries of the Republic of Kazakhstan
- the National State Book Chamber of the Republic of Kazakhstan.

Electronic versions of the journal are stored in:

- The Electronic Library Fund of the National Center of Science and Technology Evaluation (hereinafter referred to as JSC "NCSTE").

- The Electronic Archive of the Ministry of Culture and Information (MCI), in accordance with the Rules for the Formation of the Electronic Archive of Mandatory Free Copies of Periodical Print Publications of the Republic of Kazakhstan, approved on October 24, 2024 (Order No. 495-NK).

### **Self-Archiving by Authors**

The journal adheres to an Open Access policy, allowing and even encouraging authors to deposit their accepted articles on their personal websites or in repositories (such as ResearchGate and/or institutional repositories of their research organizations) both before and after publication, provided that the bibliographic reference includes a link to the final published version in this journal.

The journal follows a "Free Self-Archiving" policy.

The journal uses the Online First model, where articles are published in the electronic version of the journal immediately after acceptance for publication and are immediately made available in the public domain. All articles published in the Online First mode are covered by the Creative Commons Attribution–NonCommercial–NoDerivatives 4.0 International (CC BY-NC-ND 4.0)

license. The inclusion of an article in the print edition is carried out later and does not affect the public domain status of the electronic version.

**Terms and Definitions**

We use the following terms and concepts:

**Preprint:** An early version of a manuscript (draft) before submission to the journal for review.

**Review Version:** A manuscript version that has been accepted for review by the editorial board and sent to reviewers for evaluation (under peer review).

**Accepted Version:** A manuscript version accepted for publication by the editorial board and the editor-in-chief. This version includes all author revisions after peer review but still requires further literary and academic editing, formatting, typesetting, and proofreading by the publisher.

**Final Version:** The officially published version of the article as part of a journal issue. Articles published in the Online First format are not considered final versions—they are accepted versions made available before typesetting. The final version may include post-publication corrections.

**Personal Page:** A webpage created by the author that contains information about their research and is hosted on non-commercial platforms (e.g., a university or research organization website). User profile pages on commercial platforms (e.g., ResearchGate, Academia.edu, Facebook, LinkedIn, VKontakte, and other social networks) are not considered personal pages.

**Institutional Repository:** A collection of web pages hosted by educational or research organizations for non-commercial purposes to showcase their scientific contributions and provide access to research outputs.

**Thematic Repository:** A collection of web pages hosted by educational or research organizations for non-commercial purposes, focusing on a specific research topic or field.

**Commercial and Non-Commercial:** Commercial activity is defined as any activity that is directly or indirectly aimed at obtaining financial gain. When determining whether actions or intentions are classified as commercial or non-commercial, we focus on the nature of the actions rather than the status of the organization.

**What Can Be Self-Archived and When?**

	Personal Page	Institutional Repository	Non-Profit Subject Repository (including PubMed Central)	Commercial Repository or Social Network (e.g., ResearchGate, Academia.edu, SSRN)
<b>Preprint Review Version</b>	At any time			
<b>Accepted version of the article for publication</b>	After official notification from the editors about the acceptance of the article for publication			
<b>Accepted Version</b>	After the article is published as part of the issue on the journal's website			

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### **Closed Repositories and Embargo Period**

Articles may be deposited in closed repositories both before and after official publication on the journal's website. A closed repository is defined as one where only repository administrators have access to the content.

Article metadata (titles, abstracts, author information, and links) may be made publicly available before and after the article is published in an issue on the journal's website. Full texts of final versions may be made available on external sites but must include a mandatory link to the journal publication (including via DOI).

### **Content Placement in Repositories**

The journal's editorial board allows and even encourages authors to deposit accepted versions and/or preprint versions of their articles on their web pages, institutional websites, and public repositories (such as [ResearchGate](#) or [medRxiv.org](#)). After publication, the editorial board requires that authors include a link to the final version of the article on the journal's website.

When depositing articles in external repositories, authors must include the following information:

- If the article has not yet been published, a clear statement that the manuscript has been accepted for publication or submitted for review, along with a link to the journal's website.
- For all published articles, a link to the final version of the article on the journal's website (including via DOI).
- A clear statement regarding the license conditions under which the published version of the article is made available.

### **Example Statements for Repository Deposits:**

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### **Citation of Articles in Repositories**

When citing an accepted version of an article or an earlier version, we ask readers and authors to provide a reference to the final version of the article and to use the DOI.

### **Publication ethics**

The ethical requirements of the Gumilyov Journal of History are based on the principles of publication ethics accepted by the international community, reflected, in particular, in the recommendations of the [Committee on Publication Ethics COPE](#) and the [Publishing Ethics Resource Kit \(PERK\)](#) of Elsevier.

The Editorial Board and the International Advisory Board of the Journal strictly adhere to ethical standards in their own activities and in their relations with all participants of the publication process: authors, reviewers, editors, publishers, distributors and readers. The following is a list of

ethical standards to be followed by authors, reviewers and editors involved in the publication of research results.

**The publisher bears responsibility for preventing violations of publication ethics, including but not limited to the following practices:**

- **Author-provided peer reviews and contractual or pseudo-reviewing:** Requiring authors to submit reviews of their own manuscripts or engaging in simulated peer review arrangements implies the absence of genuine editorial evaluation and undermines the integrity of the journal.

- **Provision of intermediary services:** Offering agency-based assistance such as “turnkey publication,” correspondence with the editorial office on behalf of the author, revision of manuscripts by agents based on reviewer comments, or preparation of paid reviews constitutes unethical editorial conduct.

- **Sale or gifting of authorship and manipulation of author lists:** Including individuals as co-authors who have not made an intellectual contribution to the research violates authorship rights and ethical standards. Such practices mislead readers and are considered fraudulent.

- **Publication of materials from remote or informal “scientific” conferences:** These events are often associated with academic misconduct and deception. Publishing their proceedings promotes the dissemination of pseudoscientific content and is deemed unethical.

- **Submission of manuscripts to other journals without author consent:** Publishing an article in a journal not approved by the author infringes upon the author’s rights and interests.

- **Disclosure of author materials to third parties:** Sharing submitted manuscripts with individuals outside the editorial team and peer reviewers breaches confidentiality and violates the principles of editorial ethics and copyright.

- **Citation manipulation:** Artificial inflation of bibliometric indicators through excessive self-citation, reciprocal citation, or irrelevant referencing misleads readers and constitutes a form of academic fraud.

- **Plagiarism, data falsification, and fabrication:** The editorial board is committed to ensuring the integrity of published research by preventing the dissemination of unethical scientific content involving plagiarism, falsified data, or fabricated findings.

We draw your attention to the basic principles of professional ethics:

- - [ethics of authors of scientific publications;](#)
- - [ethics of peer review of scientific publications;](#)
- - [ethics of publishing research articles;](#)
- - [policy on the Use of Generative Artificial Intelligence;](#)
- - [quality control of reviewing;](#)
- - [policy on Advertising.](#)

#### **Ethics of authors of scientific publications**

1. The authors guarantee that the manuscript submitted for publication in the Gumilyov Journal of History is an original manuscript written in one of the languages of the journal.

2. Authors should not submit to the journal an article that has been sent to another journal and is under review, nor should they submit an article that has already been published in another journal. Submitting an article to more than one journal at the same time is unethical behavior and is unacceptable. Submitting the same manuscript simultaneously to another journal (journals) is perceived as unethical behavior and provides grounds for withdrawal of the article from consideration. Confirmation that the material has not been previously published and is not under consideration in another journal is recorded in the agreement with the author;

3. Excessive borrowing, as well as plagiarism in any form, including unattributed quotations, paraphrasing, or appropriating the rights to the results of others' research, is unethical and unacceptable;

4. The author (or team of authors) realizes that he/she bears initial responsibility for the novelty and reliability of the results of scientific research.

5. The authors of the article must present reliable results of the conducted research. Plausibly erroneous or falsified statements are unacceptable.

6. Authors are obliged to indicate in the submitted manuscript the fact of using AI tools, disclose and justify the purpose of application in the manuscript, which according to the Gumilyov Journal of History policy will be included in the published article to ensure transparency and build trust between all participants in the publication process. The final decision on the validity of the application of generative artificial intelligence is made by the editorial board based on the recommendations of the reviewers

7. Authors should disclose the sources of funding for the study (agreement with the author), to prevent possible conflicts;

8. Authors are responsible for obtaining all necessary permissions to publish the materials used in the article. Confirmation of the rights to use materials for publication is fixed in the agreement with the author;

9. The authors ensure that the list of co-authors includes only individuals who have made significant contributions to the study. The final version of the article and its submission for publication must be approved by all co-authors;

10. The list of authors of the manuscript includes all individuals who made significant contributions to the implementation of the study and interpretation of the data obtained.

11. If the author discovers significant errors or inaccuracies in the article at the review stage or after its publication, he or she should notify the journal's editorial board as soon as possible and take joint action to correct them or withdraw the work;

12. We urge all authors to observe scientific correctness in papers containing criticism of colleagues. Otherwise, the editorial board reserves the right to reject the material or correct its style in agreement with the author.

13. In the process of reviewing the manuscript, the author is obliged to cooperate with the Editorial Board of the journal, promptly respond to comments and take into account the recommendations of the reviewer. In case of disagreement with the reviewer's assessment, the author sends reasoned objections to the editor. Elimination of remarks and implementation of the reviewer's recommendations should be made within a month from the moment of sending the text of the review to the author;

14. In case of republished, the author should not violate the rights of the Gumilyov Journal of History by indicating the place of the first publication of the material;

#### **Ethics of peer review of scientific publications**

- - The Editorial Board ensures confidentiality of the review process and informs reviewers about the need to strictly follow the ethical principles of reviewing papers. The review process of submitted materials is confidential. Unpublished materials cannot be used by the Editorial Board, editors or reviewers in their own interests;

- - The review process is objective, independent of commercial interests and opportunistic needs. The priority is the scientific value of the research, its content and novelty, compliance with the requirements of scientific ethics;

- - Reviewing is carried out anonymously. The reviewer is sent the manuscript without the author's name. In case of negative review, its text is provided to the author of the manuscript, without signature and indication of the reviewer's name, position, place of work. Violation of anonymity is possible only in case of reviewer's statement about unreliability or falsification of materials presented in the manuscript, or the presence of plagiarism.

- - The reviewer is obliged to provide an objective, reasoned, substantiated assessment of the materials and research results submitted for publication. Personal criticism of the author is not allowed;

- - As a conclusion, the reviewer fills in the review form, which reflects the criteria for evaluation of the manuscript. The final part of the review contains the overall evaluation of the manuscript, comments and recommendations;

- - A reviewer who, in his/her opinion, is not qualified to evaluate the manuscript or cannot be objective, must inform the editor;

- - After receiving a positive review of the submitted manuscript, the final decision on the feasibility of publication is made by the editorial board.

### **Ethics of publishing scientific articles**

1. The Editorial Board of a scientific journal accepts manuscripts for consideration in accordance with the journal's focus;

2. The main criteria for acceptance or rejection of a manuscript by the Editorial Board are the relevance and scientific significance of the submitted article, its compliance with the subject of the journal, originality of the article and reliability of the data, clarity of presentation of the material, compliance of the article with all the requirements of the journal;

3. The Editorial Board agrees to take reasonable measures to identify and prevent the publication of articles in the research of which inappropriate behavior has been committed has occurred, not to encourage such violation or knowingly allow such violations;

4. The Editorial Board guarantees to make decisions without regard to the race, gender, sexual orientation, religious views, origin, nationality, social status or political preferences of the authors;

5. The magazine does not print material that may be considered stolen;

6. The Editorial Board guarantees complete confidentiality in the process of accepting, processing and review of the article. Unpublished materials may not be use or shared with third parties other than reviewers and editorial staff;

7. The Editorial Board is obliged to protect the integrity of published manuscripts, to agree with the author on edits, changes or reduction of the text;

8. The Editorial Board guarantees the consideration of claims regarding the reviewed manuscripts or published materials. If a conflict situation is identified, the necessary measures will be taken to restore the violated rights;

9. The Editorial Board, together with the publisher, guarantees the recognition of errors, upon identification of which corrections, clarifications, retractions and apologies will be published ([Instructions for withdrawal or correction of articles](#));

10. The opinion of the editors are not necessarily those of the authors of the published materials.

### **Policy on the Use of Generative Artificial Intelligence (GAI)**

The editors of the Gumilyov Journal of History recognize and support the development of new intelligent technologies in research and development, and the use of tools to improve productivity. The Journal closely observes and records new AI advances in the publishing field. An increasing number of authors are using AI to write scholarly publications, essentially blurring the boundaries between human-generated and machine-generated text, calling into question the content of the Journal's authorship policy.

Authors are required to indicate in the submitted manuscript the fact of using AI tools, disclose and justify the purpose of application in the manuscript, which according of the JGumilyov Journal of History policy will be included in the published article to ensure transparency and build trust between all participants in the publication process. The final decision on the validity of the application of generative artificial intelligence is made by the editorial board based on the recommendations of the reviewers. At the same time, the editorial board emphasizes that it is not allowed to include in the co-authorship of work the names of information systems used in the preparation of the manuscript, including ChatGPT.

### **Quality control of reviewing**

In individual cases, the editorial board may send an article for additional review, including statistical and methodological review. The Editorial Board of the journal conducts an ongoing assessment of the quality of reviewing.

The Editorial Board of the journal expect that the peer review process will help to:

- - prevent the publication of poor quality articles and weed out studies that were not properly designed and executed;

- - make sure that the data presented in the article are correct and sufficiently summarised;

- - check whether the article contains references to previous major works in its field;
- - make sure that the author's interpretation of the data obtained and the validity of the conclusions are correct;
- - and, on this basis, decide on the publication of the article and give the authors with recommendations for its improvement (where necessary).

### **Policy on Advertising**

The Editorial Board adheres to ethical standards in its activities and above all upholds the right to editorial independence. Placement of advertising and sponsorship cannot influence in any way editorial decisions regarding the selection of materials for publication and editorial content. The magazine does not publish material to accompany advertisement and does not sell advertising in relation to specific articles. Advertising and informational materials published in the magazine are not mixed with editorial content.

All decisions on the placement of advertising materials are made solely by the Publisher.

The Editorial Board reserves the right not to accept advertising and informational materials, the placement of which does not comply with the publication's policy.

### **Article Review Process**

1. The journal's editorial board reviews all submitted materials within its scope to ensure expert evaluation.
2. The reviewers are external experts from among leading scientists and specialists in the field of the journal's activities, who have a degree in a specialty relevant to the topic of the reviewed article, as well as publications on the topic of the reviewed article in the last 3 years.
3. A reviewer is an expert acting on behalf of the scientific journal or publisher, conducting a scientific assessment of submitted materials to determine their suitability for publication.
4. The Editor-in-Chief selects the reviewers for each article.
5. Each article is reviewed by two experts. If necessary, the Editor-in-Chief may assign additional reviewers.
6. The review process is confidential. Neither the reviewer nor the author is informed of each other's identity or institutional affiliation (double-blind review). Confidentiality may only be breached if the reviewer reports fraudulent or inaccurate data in the manuscript.
7. The review period is determined on a case-by-case basis to ensure timely publication, but it should not exceed one month.
8. The review must address the following aspects:
  - The article's relevance to its stated topic.
  - Alignment with contemporary scientific advancements.
  - Readability in terms of language, style, structure, and clarity of tables, diagrams, illustrations, and formulas.
  - The necessity of publication, considering prior works in the field.
  - The article's strengths and weaknesses, as well as required revisions or additions.
9. Based on their evaluation, the reviewer provides one of the following recommendations (with justification):
  - The article is recommended for publication as is.
  - The article is recommended for publication after minor revisions.
  - The article requires additional review by another expert.
  - The article is not suitable for publication.
10. If revisions are required, the editorial board sends the review to the author with a request to address the comments or provide a reasoned rebuttal. The revised manuscript undergoes a second round of review.
11. If the authors choose not to revise their manuscript, they must notify the editorial board of their decision to withdraw the article. If the revised manuscript is not submitted within one month of receiving the review, and the authors do not formally withdraw it, the editorial board will remove it from consideration and notify the authors accordingly.

12. If unresolved disagreements arise between the author and reviewers, the editorial board may assign an additional review. In such cases, the Editor-in-Chief makes the final decision during an editorial board meeting.

13. The editorial board decides on acceptance or rejection based on the reviewers' recommendations.

14. A positive review does not guarantee publication. The final decision is made by the editorial board and recorded in meeting minutes. Articles rejected by the editorial board will not be reconsidered. Grounds for rejection include:

- The manuscript does not align with the journal's scope.
- The manuscript does not meet submission requirements.
- Negative expert reviews.
- An editorial board decision, documented in meeting minutes.
- Ethical violations by the author.

15. The editorial board notifies authors of acceptance or rejection via email or through the journal's submission system.

16. Original reviews are stored in the editorial office for five years.

### **Duties and Rights of Editors, Reviewers, and Authors**

1. **General Provisions** This section defines the rights, duties, and responsibilities of the editorial board, reviewers, and authors of the *Gumilyov Journal of History* in accordance with international standards of publication ethics (COPE, PERK), the legislation of the Republic of Kazakhstan, and the editorial policy of the journal. All participants in the publication process are obliged to adhere to the principles of:

- academic integrity;
- transparency and honesty;
- respect for intellectual property rights;
- non-discrimination and avoidance of conflicts of interest;
- compliance with open access and licensing policies (CC BY–NC–ND 4.0).

2. **Duties and Rights of Editors / Editorial Board 2.1 Duties of Editors and Editorial Board** The editorial team (Editor-in-Chief, members of the editorial board, managing editors):

#### **• Manuscript Selection**

- Accept manuscripts relevant to the journal's scope and thematic profile.
- Evaluate submissions based on scholarly significance, novelty, reliability of data, clarity of presentation, and compliance with journal requirements.
- Decide on peer review, revision, or rejection.

#### **• Neutrality and Non-Discrimination**

- Ensure decisions are independent of race, gender, sexual orientation, religious beliefs, nationality, social status, institutional affiliation, or political views of authors.

#### **• Peer Review Organization**

- Guarantee double-blind peer review (anonymity of both author and reviewer).
- Select competent reviewers with appropriate expertise.
- When necessary, arrange additional reviews, including statistical or methodological evaluation.

- Respect review deadlines and inform authors of outcomes.

#### **• Confidentiality**

- Safeguard the confidentiality of the review process and editorial correspondence.
- Prevent the use of unpublished materials for personal benefit or disclosure to third parties.

#### **• Prevention of Misconduct**

- Take reasonable measures to detect and prevent plagiarism, self-plagiarism, data fabrication, and falsification.

- Prohibit:

- pseudo or contractual reviewing;

- interference of intermediaries or “publication agencies”;
- citation manipulation (artificial index inflation, excessive self-citation, irrelevant references);

- publication of materials from pseudo-scientific or questionable conferences;
- transfer of manuscripts to other journals without author consent.

- **Corrections and Retractions**

- Maintain the integrity of the scholarly record.
- Publish corrections, clarifications, or retractions when necessary.
- Retract articles in cases of plagiarism, falsification, duplicate publication, serious errors, or ethical violations.
- Notify readers of retractions on the journal’s website and in subsequent issues.

- **Complaints and Conflicts**

- Address claims and disputes related to manuscripts and published materials.
- Initiate additional review or refer issues to the editorial board when conflicts arise.

- **AI Policy**

- Monitor compliance with generative AI usage policy.
- Require authors to disclose the fact and purpose of AI tool usage.
- Prohibit listing AI systems (including ChatGPT) as co-authors.

**2.2 Rights of Editors and Editorial Board** Editors have the right to:

- reject manuscripts not meeting journal scope, requirements, or ethical standards;
- request revisions, clarifications, or additional information (including funding and conflict of interest statements);
- send manuscripts for additional review;
- reject or retract articles in case of violations;
- edit style and academic language, with substantive changes agreed upon with authors;
- establish and update author guidelines in line with evolving international standards.

**3. Duties and Rights of Reviewers** **3.1 Duties of Reviewers** A reviewer is an expert acting on behalf of the journal to conduct scholarly evaluation. Reviewers must:

- **Competence and Objectivity**

- Accept manuscripts only within their area of expertise.
- Provide objective, reasoned evaluations, avoiding unfounded criticism or personal remarks.
- Assess relevance, novelty, methodological soundness, clarity, structure, and appropriateness of publication.

- **Confidentiality**

- Maintain secrecy of manuscript content and review process.
- Avoid discussing manuscripts with third parties without editorial permission.
- Not use unpublished data for personal gain.

- **Integrity and Conflict of Interest**

- Inform the editorial office if unable to provide objective review due to conflicts of interest or insufficient expertise.
- Report plagiarism, falsification, or duplicate publication.
- Decline review if conflicts exist with authors or institutions.

- **Timeliness**

- Respect deadlines and promptly notify the editorial office if unable to complete review on time.

**3.2 Rights of Reviewers** Reviewers have the right to:

- recommend publication, revision, additional review, or rejection with justification;
- suggest specific corrections, clarifications, and references;
- report ethical violations to the editorial office;
- expect anonymity, respect for their expertise, and notification of final editorial decisions.

4. **Duties and Rights of Authors** 4.1 **Duties of Authors** Authors submitting manuscripts to the *Gumilyov Journal of History* must:

- **Originality and Integrity**

- Submit original work not previously published or under review elsewhere.
- Avoid plagiarism, self-plagiarism, unauthorized borrowing, data fabrication, or falsification.

- **Proper Referencing**

- Provide accurate and complete citations.
- Properly reference archival and special sources per journal guidelines.
- Obtain permissions for use of copyrighted materials.

- **Authorship and Contribution**

- Include only those who made significant scholarly contributions.
- Approve the final version collectively.
- Describe contributions according to CRediT taxonomy.
- Avoid gift or fictitious authorship.

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- Disclose fact and purpose of generative AI tool usage.
- Understand AI systems cannot be listed as authors.

- **Funding and Conflicts of Interest**

- Declare funding sources and conflicts of interest.
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- **Editorial Interaction**

- Respond promptly to editorial and reviewer comments.
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- Respect journal rights when republishing.

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- Notify the editorial office of significant errors post-submission or publication and cooperate in corrections or retractions.

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- withdraw manuscripts during review;
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- expect proper licensing, copyright protection, and transparent retraction procedures.

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In accordance with the recommendations of the [International Committee on Publication Ethics \(COPE\)](#) and the [Association of Scientific Editors and Publishers](#), retraction is recognized as a mechanism for correcting published information and informing readers when a publication contains serious flaws or erroneous data that cannot be trusted.

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An article is subject to withdrawal/retraction if:

- There is clear evidence that the data obtained is unreliable or was acquired through unethical practices, such as data falsification.
- The manuscript was previously published in another journal before appearing in the *Gumilyov Journal of History*.

- Plagiarism is detected, including unauthorized use of images, graphs, tables, or other content.
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- Copyright claims arise from third parties regarding the article or its individual components.
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- Reviews, book reviews, and biographical articles should be up to 20,000 characters (including spaces).

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**2. Manuscript Formatting:** Font: Times New Roman, size 14, single line spacing. Indentation: 1. File format: .doc or .docx. Margins: 2\*2\*2\*2 cm. Text alignment: justified. All unnecessary spaces and line breaks should be removed using the "Find and Replace" function.

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References to literature are given in round brackets, indicating the author's surname without initials (except in cases of homonyms) or a shortened title (if the publication has no author), the year of publication separated by a comma; reference to a page, figure, etc.

Examples: (Abzhanov 2020: 36) – reference to a page (Kozybaev M.K. 1988) – author with initials to distinguish from homonym (Kozybaev I.M. 2022: 35) – another author with the same surname (*Istoriya Kazakhstana* 2015: 120) – if no author, use the title (Smith 2019; Johnson 2021: 45) – multiple sources in one bracket

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