

«APPROVE»

Vice-Rector

on Science and Innovation

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EDITORIAL POLICY

Scientific Journal

«Sport Science Research»

Terms and Definitions

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Author	a person (or group of persons) who has made a significant contribution to the concept, research and preparation of a scientific article and is responsible for its content.
Author, correspondent	one of the authors of a scientific article, who is responsible for correspondence with the editorial board of the journal at all stages of peer review, publication and after it
Editor-in-Chief	Head of the Editorial Board of the journal, responsible for the strategy of the publication, the quality of published materials and compliance with ethical standards.
Journal	A periodical scientific publication that publishes peer-reviewed articles, reviews and other materials aimed at the development of science and the dissemination of knowledge.
Committee on Publication Ethics (COPE)	An international organization that develops standards and guidelines for ethical practices in scientific publications.
Scientific article	A written paper containing the results of original research, a literature review, or a practical case study designed in accordance with academic standards.
Plagiarism	appropriation of someone else's ideas, text or research results without proper indication of authorship and source.
Editorial Board	a team of specialists responsible for the scientific quality, expert assessment and organization of the publication process in the journal.
Reviewer	an expert who evaluates the scientific level, methodological correctness and originality of the manuscript in order to make a recommendation for its publication.
Peer review	the process of expert evaluation of the manuscript by independent specialists to ensure its scientific quality, reliability and compliance with the subject of the journal.

Manuscript	the text of a scientific article or other material submitted by the author to the editorial board for consideration and publication.
Ethics of Scientific Publications	a set of principles that regulate the honesty, transparency and responsibility of participants in the scientific process (authors, editors, reviewers, publishers).

1. Basic information, purpose and subject areas of the Journal

1.1 Scientific journal *Sport Science Research* is a periodical scientific publication and has been published since 2024. The founder and publisher of the journal is Kazakh National University of Sports (Astana, Republic of Kazakhstan). The journal is registered by the Ministry of Information and Social Development of the Republic of Kazakhstan (certificate No KZ85VPY00062325 dated 30.12.2022). Re-registered on 22.09.2025 (certificate No KZ01VPY00129894) by the authorized body and has ISSN (Online) 2959-6343 dated July 22, 2024, ISSN (Print) 2959-6335 dated July 22, 2024.

1.2 The purpose of the Journal is to provide a platform for the publication and dissemination of modern scientific research and analytical reviews in the field of sports, physical education and related disciplines. The Journal is focused on covering a wide range of topics, including physiology and biomechanics of sports, training and practicing of athletes, sports medicine and rehabilitation, sports psychology, innovative technologies, mass sports and public health, sports pedagogy and sports management. Subject areas are Sports Science and Sports Pedagogy.

1.3 Purposes of the Journal:

- publication and dissemination of the results of scientific research and practical developments in the field of sports, physical culture and related disciplines;
- supporting young researchers and stimulating innovative, interdisciplinary and applied activities;
- development of scientific dialogue and exchange of experience between Kazakhstani and foreign scientists, practitioners and educational communities;
- popularization of key achievements of domestic and world sports science, as well as the introduction of advanced technologies and methods into practice;
- drawing attention to current areas that contribute to improving the system of physical culture and sports, improving health and improving the quality of life of society.

1.4 The Journal adheres to the principle of academic honesty and compliance of published scientific articles with the stated goal and subject areas of the Journal. It is mandatory to have articles by foreign authors, as well as articles in English in each issue of the Journal. Scientific articles of authors affiliated with the publisher make up no more than 50% of the number of publications in each issue of the Journal.

1.5 The printed format of the Journal and the principle of open access at the website allows to provide a wide coverage of readership and authors. The archive of the Journal on the website has been formed since 2024.

1.6 Articles are published in Kazakh, Russian and English.

1.7 *Sport Science Research* publishes studies and reviews covering a range of topics related to the science of sports, physical education and related disciplines. Thematic areas include sports sciences and sports pedagogy:

- 1) Physiology and biomechanics of sports
- 2) Training and preparation of athletes
- 3) Sports medicine and rehabilitation

- 4) Psychology of sports
- 5) Sports and technology
- 6) Mass sports and public health
- 7) Sports pedagogy
- 8) Sports management

1.8 *Sport Science Research* accepts the following types of articles:

Research articles are original empirical research based on scientific logic and valid methods. Requirements for research articles include an introduction with a statement of the problem and objectives of the study; a description of the methods used to collect and analyze data; presentation of results and their discussion with comparison to existing research; formulation of conclusions and possible practical and theoretical consequences; compliance with ethical standards conducting research (informed consent of participants, bioethical aspects).

Review articles are an analytical generalization of existing scientific literature on the selected issue. Requirements for review articles include the presence of an extensive list of references (at least 30% of foreign sources); the mandatory formulation of own (author's) conclusions based on the results of the analysis; the use of modern methodological approaches to the preparation of reviews, such as PRISMA (Preferred Reporting Items for Systematic Reviews and Meta-Analyses), Scoping Review Guidelines, as well as other internationally recognized standards for the systematization and analysis of scientific publications; a transparent description of the strategy for searching and selecting sources, methods of their analysis and interpretation.

Practice-oriented articles and cases are aimed at highlighting the experience of implementing innovative technologies, methods and management decisions in the field of sports, physical education, medicine, pedagogy and sports management. Requirements for practice-oriented publications include a description of a specific experience, project or case; analysis of effectiveness and identified results; discussion of the possibilities of applying experience in a broader context; recommendations for specialists and researchers. All articles published in *Sport Science Research* must comply with the IMRAD international standard (Introduction, Methods, Results, and Discussion), which ensures scientific logic, transparency and convenience of perception of materials.

1.9 Periodicity of the Journal: *Sport Science Research* is publishing 4 times a year (quarterly).

Issue No 1 – until March 30

Issue No 2 – until June 30

Issue No 3 – until September 30

Issue No 4 – until December 30

1.10 Indexing in scientometric and bibliographic databases. The Editorial Board is actively working to improve the quality and rating of the Journal. The Journal is indexed in databases and repositories: Kazakhstan Science Citation Index, Crossref, Google Scholar, RSCI, Index Copernicus, etc.

1.11 All articles are assigned a Digital Object Identifier (DOI) for a unique and permanent online identification of the Journal's content and references on the Internet through the Crossref agency.

2. Responsibilities of the Editorial Board

2.1 The Editor-in-Chief of the Journal is personally and independently responsible for making a decision on publication, taking into account the opinion of the Editorial Board. At the core of the publication decision are the reliability of the work under consideration and its scientific significance. In his work, the Editor-in-Chief is guided by the editorial policy of the Journal, taking into account the current legal requirements regarding copyright, legality and plagiarism.

2.2 The Editor-in-Chief has the right to consult with other members of the Editorial Board and reviewers when making a decision on publication.

2.3. The Editor-in-Chief should evaluate the academic content of manuscripts without regard to race, gender, sexual orientation, religious beliefs, origin, citizenship, or political preferences of the Authors.

2.4 The Editor-in-Chief, the Managing Editor, and the journal's editorial board undertake not to disclose, without necessity, any information about an accepted manuscript to third parties, except to the authors and reviewers.

2.5 Unpublished data obtained from submitted manuscripts should not be used in personal research without the written consent of the author. Information or ideas obtained in the course of peer review and associated with possible benefits must be kept confidential and not used for personal gain.

2.6 The Editorial Board maintains a database of reviewers, which is kept by the Editor-in-Chief.

3. Responsibilities of Authors

3.1 Authors should provide only carefully verified, reliable results of original research and their objective discussion.

3.2 Authors may be requested to provide raw data related to the manuscript for review. Authors should be willing to provide open access to this kind of information.

3.3 Authors must submit original work to the editorial board, and in case of using statements and/or works of other authors, properly format (according to the existing general rules) citations and indicate accurate bibliographic references.

3.4 The author should not post as an original publication a manuscript describing the same research (or part of it) in more than one journal. Submitting the same manuscripts to several journals at the same time is a violation of ethics.

3.5 Only persons who have made a significant contribution to the formation of the research concept, its development, implementation or interpretation of the results can be co-authors of the publication.

3.6 All participants who have made a significant contribution to the study should agree with the composition of the co-authoring team, and all co-authors should review and approve the final version of the publication.

4. Responsibilities of Reviewers

4.1 Any selected Reviewer who feels insufficiently qualified to review the manuscript or does not have enough time to complete the work quickly should notify the Managing Editor of *Sport Science Research* and ask him to be excluded from the review process of the corresponding manuscript.

4.2 Any manuscript received for review should be treated as a confidential document. This work should not be opened or discussed with anyone who is not authorized to do so by the Editor.

4.3 The reviewer is obliged to give an objective assessment. Personal criticism of the Author is unacceptable. Reviewers should express their opinions clearly and reasonably.

4.4 Reviewers should identify significant published works that are relevant to the topic and are not included in the bibliography of the manuscript. Any statement (observation, conclusion or argument) published earlier and corresponding to the topic should be subject to a corresponding bibliographic reference in the manuscript. The reviewer should also draw the editor's attention to the discovery of significant similarities or coincidences between the manuscript under consideration and any other published work within the scope of the reviewer's scientific competence.

5. Copyright

5.1 Copyright to scientific articles published in the Journal belongs to their authors. Sending an article for publication in *Sport Science Research* implies that the author (team of authors) agrees to register a scientific article in the Crossref system.

5.2 Attribution in the article is based on the principles of significant intellectual contribution of each participant to the study and consistency between co-authors. All authors are responsible for the content of the work, and persons who have made minor contributions should be indicated in the "Acknowledgements" section. When indicating authorship, author should use CRediT (Contribution Roles Taxonomy). All authors are expected to review, discuss and agree on their individual contributions. The authors' contribution statement will be published along with the final version of the paper and should accurately reflect the contribution to the work.

5.3 A corresponding author must be specified, who is responsible for responding to inquiries regarding the article. The author for correspondence is responsible for the correctness of the information about the contribution of all authors.

6. Publication Ethics

6.1 *Sport Science Research* is a peer-reviewed journal that is guided by international standards of scientific publications, strictly adheres to the policy of ethics and the principles of good scientific practice. The journal adheres to the Guidelines on Principles of Scientific Publication Ethics for Journal Editors of the Committee on Publication Ethics (COPE, Promoting integrity in scholarly research and its publication), which contains the following requirements:

6.2 For Authors:

- Follow the guidelines for authors on submission requirements.
- Provide full responsibility for the quality, originality, and completeness of the published data that allow the experiment to be repeated.
- Provide responsibility for the correct citation and indication of the primary sources of the cited information and data.
- Provide responsibility for accurately indicating contributions to the work as co-authors.
- The corresponding Author is responsible for communicating with all co-authors and making them aware of the status of the contribution.
- The Authors guarantee that the work is original and does not contain any content that is illegal or infringes any proprietary or copyright rights.
- All Authors confirm that this work is not currently submitted for publication in other journals, and agree that if it is accepted in this journal, it will not be sent to other journals.
- All Authors confirm that all commercial interests, patent licenses, etc., which may be the subject of a financial conflict in connection with the submitted article, have been disclosed.
- The Authors retain a non-exclusive right to use their work in any manner, provided that they cite the original publication.
- By submitting their manuscripts, the authors agree that the articles are published in accordance with the international Creative Commons Attribution-Non Commercial 4.0 license.

6.3 For Reviewers:

- Each manuscript received for review is treated as a confidential document. The Reviewer has no right to use the content of the submitted manuscript in other places. The Reviewer may transfer the manuscript to third parties only with the permission of the Editor-in-Chief.
- The Reviewer should provide the editorial board with an objective assessment of the work and, if necessary, offer options for improving the submitted work.
- The Reviewer must decline to review a manuscript and inform the editorial office if they are not an expert in the subject of the manuscript.

6.4 For Editors:

The Editor-in-Chief and members of the Editorial Board undertake to:

- Pay special attention to the quality of manuscripts, always express their reasoned decision on agreement (or disagreement) with the decisions of Reviewers on manuscripts, make decisions on determining the content of the journal issues;
- Work to increase the geographical diversity of authors and invite experts from different organizations and countries to publish;
- The Editor should evaluate manuscripts for their intellectual content, without segregation by race, gender, sexual orientation, religious beliefs, ethnic origin, citizenship, or political views of the authors;
- Do not consider manuscripts in case of a conflict of interest.

Editor-in-Chief:

- Appoints reviewers (scientists or specialists in the relevant field) for each received manuscript that has passed the initial selection for compliance with technical requirements;
- Determines the content of the current issue, makes the final decision on the publication of the submitted manuscript based on the reviews of the reviewers and discussion of the manuscript with the Editorial Board.

Editorial Board:

- The Editorial Board works directly with the authors of manuscripts and does not cooperate with agencies that provide authors with services for the publication of the results of their research.
- The Editorial Board is obliged to make decisions as soon as possible when identifying unethical behavior of authors, editors and reviewers. Unethical behavior of authors includes falsification of the composition of authors, publication of pseudoscientific content, its falsification and invention, manipulation of citations, unauthorized borrowing (plagiarism) and parallel submission of the manuscript to other journals.

6.5 If unethical behavior of the author (authors) is revealed in the process of reviewing the manuscript or preparing it for publication, the editorial board has the right to withdraw the manuscript from further review and terminate cooperation with the author. In case of unethical behavior of the author after the publication of his manuscript (detection of parallel publication, copyright infringement, plagiarism, etc.), the editorial board has the right to decide to withdraw the manuscript from the journal's website and archive, as well as from scientific indexing databases, notifying other journals (in which the manuscript was published in the same period) about the unethical behavior of the author (authors). The Editorial Board undertakes not to make unreasonable decisions to cancel the publication (withdrawal), if there are no significant problems associated with their publication (unethical behavior of the author, errors, etc.).

6.6 Unethical behavior of reviewers and editors of the Journal includes sending manuscripts or parts of them to other journals without the consent of the author(s), violating copyright and the principle of confidentiality of editorial processes, supporting or hindering manuscripts due to competitive and collaborative interests, or other interactions and relationships with authors and organizations associated with the manuscript.

6.7 In case of complaints regarding peer-reviewed manuscripts or published content, the Editorial Board undertakes to respond adequately: first, the author of the manuscript is asked to provide clarifications. An investigation is carried out only if the author's answer is unsatisfactory.

6.8 Potential situations of violation of ethical standards of conduct of authors, editors and reviewers not mentioned above will be resolved on the basis of the recommendations of the Committee on Publication Ethics (COPE).

6.9. The editorial office allows the Editorial Board and reviewers to publish manuscripts in the journal without using their privileges, if they are checked for similarity and strictly peer reviewed by external reviewers who are not related to these authors.

6.10 In case of errors (typos in formulas, in indicators for technical reasons) in published manuscripts, information about corrections can be placed in subsequent issues.

6.11 Conflict of Interest. The executive editor, members of the editorial board, and reviewers should disclose potential conflicts of interest that may in any way affect the decision of the editorial board. Members of the Editorial Board should refuse to consider a manuscript if they are in any competitive relationship related to the results of the research of the author(s) of the manuscript, or if there is another conflict of interest.

6.12 When submitting a manuscript for consideration to the journal, the author(s) declare that all sources of research funding are indicated in the content of the manuscript. It also indicates what commercial, financial, personal or professional factors exist that may create a conflict of interest in relation to the submitted manuscript. The author may indicate researchers who, in his opinion, will not be able to objectively evaluate their manuscript. A reviewer should not consider manuscripts that may cause a conflict of interest arising from competition, collaboration, or other relationships with any of the authors associated with the manuscript.

If there is a conflict of interest with the content of the manuscript, the executive editor must notify the editor-in-chief, after which he will transfer the process to another editor/reviewer.

7. Artificial Intelligence (AI) Policy

7.1 *Sport Science Research* recognizes the opportunities and risks associated with the use of generative AI tools (ChatGPT, Claude, Gemini, Copilot, etc.) in scientific research and publications.

7.2 Generative AI tools cannot be listed as the authors of the article. Authorship assumes the presence of human responsibility for the integrity, originality and reliability of scientific work, which AI is not able to provide.

7.3 Authors are responsible for ensuring that all submitted materials comply with the scientific standards and ethical principles of the journal. If generative AI has been used in text preparation, data analysis, review, imagery, tables, or other research elements, this

should be explicitly stated in the manuscript. In the "Methods" section, it is necessary to give: the full name of the tool, its version, method of application and purpose of use.

7.4 The use of AI for technical text editing (correction of grammar, spelling, stylistics and formatting) does not require separate disclosure.

7.5 The authors are solely responsible for the accuracy and reliability of all materials, including fragments created or processed using AI. They are obliged to guarantee the absence of plagiarism, falsification of data and other violations of academic ethics.

7.6. Reviewers are not entitled to upload the text of the manuscript, its images or data to generative AI systems in order to maintain confidentiality, intellectual property and copyright protection. AI may only be used to improve the quality of one's own reviewer comment (e.g., language and style adjustments), and the reviewer is solely responsible for the accuracy, reliability, and confidentiality of their opinion.

7.7. Editors should not use generative AI systems to analyze, evaluate, or summarize manuscripts. Confidentiality and protection of authors' data must be observed at all stages of the editorial review process.

8. Peer review policy

8.1 Articles published in *Sport Science Research* undergo a double-blind review of scientific works by scientists or specialists in the relevant field in order to ensure the quality of the published article, the correctness and reliability of the presentation of the results. The minimum number of appointed reviewers is 2.

8.2 The decision on publication is made by the Editorial Board of the Journal on the basis of checking the article for the presence of borrowed material without reference to the author and reviews containing expert assessments of reviewers, taking into account the compliance of the submitted materials with the requirements of the journal, the thematic focus of scientific significance and the relevance of the materials received by the editorial board.

8.3 The review should contain a qualified analysis of the material of the article and its objective assessment. Reviewers give a recommendation (positive or negative) regarding the possibility of publishing the article and/or make recommendations for improving the article. In case of a positive conclusion of the reviewers, the article is accepted for publication.

8.4 Reviewers cannot be authors (co-authors) of the reviewed article.

8.5 The review is conducted using the form recommended by the Journal's Editorial Board. The review should contain a qualified analysis of the material of the article, an objective, reasoned assessment of it and clearly substantiated recommendations. Comments and wishes of the reviewer should be objective and principled, aimed at improving the scientific level of the article. The final part of the review should contain reasonable conclusions about

the article as a whole and a clear (unambiguous) recommendation about the expediency or in expediency of its publication or comments that allow the author to make corrections.

9. Borrowings and plagiarism

9.1 The Editorial Board of *Sport Science Research* routinely checks all materials using licensed plagiarism detection systems. The originality of the text in scientific articles must be 80% or higher. In case of detecting extensive plagiarism, the editorial office acts in accordance with COPE guidelines.

9.2 Detection of plagiarism in an article is a direct reason for rejection of publication.

10. Retraction of articles and response to significant errors in published works

10.1 In case of the author's violation of publication ethics, detection of improper plagiarism, duplicate publications, as well as in other cases, the Editorial Board may retract the article. Retraction of a publication is a mechanism to correct published information and to notify readers that the publication contains serious flaws or erroneous data that cannot be trusted. The unreliability of the data may result from either honest error or deliberate misconduct.

10.2 Grounds for retracting the article:

- detection of illegal borrowings (plagiarism) in the publication;
- duplication of the article in several publications;
- detection of falsifications or fabrications in the work (for example, falsification of experimental data);
- detection of serious errors in the work (for example, incorrect interpretation of the results), which casts doubt on its scientific value;
- incorrect composition of authors (there is no one who deserves to be the author; persons who do not meet the criteria for authorship are included);
- a conflict of interest (and other violations of publication ethics) is hidden.

10.3 The journal's editorial office is required to inform the author (or the corresponding author in the case of multiple authorship) about the article retraction and provide the reasons for it.

10.4 If the author discovers significant errors or inaccuracies in the publication, he must inform the Editor and cooperate in order to retract the publication or correct the errors as soon as possible. If the Editor has received information from a third party that the publication contains significant errors, the author is obliged to withdraw the work or correct the errors as soon as possible.

10.5 An Editor who finds convincing evidence that statements or conclusions presented in a publication are erroneous should take steps to promptly notify changes, retract the publication, express concerns and other relevant statements.

11. Stages of the editorial process

11.1 Publication of manuscripts in *Sport Science Research* is carried out using the Open Journal System - a system for online submission and review of scientific articles. Registration or authorization is available in the "Submission of material" section on the journal's website.

11.2 From the submission of the article to the editorial office until publication, the editorial process involves several stages:

Preliminary review, conducted by the Editor-in-Chief and the Managing Editor of the journal. At this stage, the article is checked for improper plagiarism and compliance with the journal's formal and technical requirements. Based on the results of the preliminary review, the article is either sent for peer review or the author is provided with comments.

Peer review. The article is reviewed by members of the journal's Editorial Board and invited external reviewers. The article is sent for peer review only after corrections have been made based on the comments from the Editor-in-Chief and/or the Managing Editor (if any).

11.3 If it is necessary to revise the article, according to the comments and recommendations of the reviewer, the review is sent to the authors' personal account (without specifying information about the reviewer).

11.4 After making additions and changes, the article is sent by the author for re-checking, and the editorial board sends the revised article for a second round of review. At the end of the review process, the editorial board informs the author of the review.

11.5 Only two articles by the author or an identical group of co-authors are accepted for publication in one issue.

a. Articles submitted for publication in the journal *Sport Science Research* should not, at the time of admission, be under consideration in other journals. Previously published articles in other sources are not accepted for publication.

b. The authors have the right to appeal editorial decisions. Appeals must be sent by email to the editor along with an appeal letter containing a detailed explanation and concise arguments supporting the request.