Aqaba University of Technology

Journal of Aqaba University of Technology for Studies and Research

Guide for Authors

First edition 2026

Requirements for preparing, submitting, reviewing, and publishing manuscripts in English are designed to support clarity, consistency, and integrity of the scholarly record.

2026

How to use this guide

This Guide for Authors is an implementing document under the Aqaba University of Technology Journal of Studies and Research Instructions for 2026. It explains what authors must prepare before submission, how manuscripts should be structured, which files and declarations are required, and what happens during peer review and after acceptance. If any provision conflicts with the Journal Instructions or University regulations, the Journal Instructions or University regulations prevail. The version posted on the journal website is the current version.

Core principle: Formal compliance does not guarantee external review or acceptance. Editorial decisions also depend on fit with the journal scope, originality, scientific and methodological quality, and compliance with research and publication ethics.

Quick submission summary

Item	Minimum requirement
Files	Upload a separate title page and a fully anonymized manuscript for double-anonymized review.
Languages	Provide the title in Arabic and English. Provide bilingual abstracts and keywords where required for the article type; book reviews do not require an abstract or keywords.
Format	Use an editable Word file with page and line numbering and editable tables.
References	Use APA 7 for business, law, education, humanities, and social sciences; use numbered Vancouver for scientific and medical sections once open. Confirm the style for interdisciplinary work.
Declarations	Include ethics, funding, competing interests, author contributions, and data availability statements.
Artificial intelligence	Disclose material use of AI and never list an AI tool as an author.
Reporting guidelines	Upload the relevant checklist, such as PRISMA, CONSORT, or STROBE, when applicable.
Cover letter	Confirm originality, journal fit, and approval by all authors.

1- Journal profile and scope

The Aqaba University of Technology Journal of Studies and Research is an electronic, peer-reviewed journal published twice a year by Aqaba University of Technology. Editorial decisions on individual manuscripts are independent. Accepted articles are published with immediate open access.

The expanded scope covers the following six editorial sections:

• Medical, Pharmaceutical, and Health Sciences.

• Engineering, Technology, and Computing.

• Natural, Applied, and Environmental Sciences.

• Business, Economics, and Law.

• Education, Humanities, and Social Sciences.

• Interdisciplinary Studies, Innovation, and Sustainable Development.

The expanded scope applies to manuscripts submitted on or after 1 January 2027. Before that date, submissions remain subject to the previously announced scope and the policies in effect when they were

submitted. Existing manuscripts are not transferred to a new section without the corresponding author's written agreement.

A new section opens for submissions only after a specialist editor has been appointed, an appropriate reviewer pool is available, the section-specific ethical and technical requirements have been established, and the section is enabled in the submission system. Listing a field in this guide does not mean that submissions to it are open.

A submission must make a clear original contribution and explain its relationship to the relevant literature or to a scientifically important applied or societal problem. The journal welcomes researchers from within and outside Jordan and applies the same editorial and ethical standards regardless of affiliation or location.

2- Publishing model and languages

- **Frequency:** The journal is published electronically. Special issues may be published within the approved scope and remain subject to the standard peer-review process.
- **Full-text language:** Manuscripts may be submitted in Arabic or English. Another language requires prior approval and a suitable editorial and reviewing capacity.
- **Bilingual metadata:** Provide the title in Arabic and English. Where the article type requires an abstract and keywords, provide them in both languages. Book reviews do not require an abstract or keywords. Authors are responsible for translation accuracy.
- **Equal standards:** Arabic and English articles are subject to the same scientific and ethical standards, even if the website presents them in separate language collections.
- **Open access:** Accepted articles are made immediately available under the Creative Commons Attribution 4.0 International license CC BY 4.0.

3- Article types and limits

Word limits exclude the abstract, references, tables, figure legends, and supplementary material. A justified exception may be approved by the Editor-in-Chief before submission or during editorial processing.

Type	Purpose	Words	Abstract	Keywords	Display items
Original Research	Complete empirical, field, or analytical study	4,000-8,000	150-250 structured	3-10	Up to 8
Systematic or Scoping Review	Protocol-based synthesis of evidence	5,000-10,000	200-300 structured	3-10	Up to 10
Review Article	Critical synthesis addressing a defined question	5,000-9,000	200-300	3-10	Up to 10
Brief Report	Focused and complete original findings	2,500-4,000	150-200	3-6	Up to 4
Case Study	In-depth analysis of a case, organization, policy, or event	3,000-6,000	150-250	3-8	Up to 6
Perspective or Commentary	Critical analysis of a timely issue; may be invited	1,500-3,000	Up to 150	3-5	Up to 2
Book Review	Scholarly review of a recent in-scope book; usually invited	1,000-1,800	Not required	Not required	Normally none

Editorials, letters from the editor, and special-issue introductions are commissioned by the Editorial Board and are not processed as ordinary unsolicited submissions.

4- Essential conditions before submission

1. The work must be original, must not have been finally published, and must not be under consideration by another journal.
2. All authors must approve the submitted version, author order, and corresponding author. Approval by the institution where the work was conducted must be obtained when required.
3. A preprint is permitted if it is disclosed in the cover letter and title page with a link. Authors should update the preprint record after final publication.
4. A thesis deposited in an institutional repository is not treated as prior publication if disclosed. A full conference paper requires disclosure of the substantial new contribution and any necessary permission.
5. Authors must obtain permission before submission to reuse protected text, tables, figures, or instruments.
6. Required ethics and informed-consent approvals must be in place before the research begins. Retrospective approval is not accepted unless the competent ethics body explicitly permits it under applicable law.
7. All data, citations, and links must be checked. Authors must not cite a source they have not reviewed or an unverified AI-generated reference.

5- Cover letter

Upload a signed letter addressed to the Editor-in-Chief. It should normally fit on one page and include:

- The manuscript title, article type, and reason the work fits the journal scope.
- The main novelty and contribution in two or three sentences.
- Confirmation of originality, exclusive submission, and approval by all authors.
- Disclosure of preprints, conference outputs, theses, and related earlier material.
- Any competing interest or relationship between an author and the Editorial Board.
- Identification of reused protected material and enclosed permissions.
- Material use of generative AI or AI-assisted technology, if any.
- Suggested or opposed reviewers, with reasons, only when requested by the submission system. The editor retains full discretion.

6- Required submission files

Suggested file name	Content	Format	Notes
01 Cover Letter	Cover letter	PDF or DOCX	Journal fit, novelty, and required confirmations
02 Title Page	Title page	DOCX	Author details and full declarations
03 Main Manuscript	Anonymized manuscript	DOCX	No names, affiliations, or identity-revealing information
Fig 1 onward	Figures	TIFF, PNG, JPG, EPS, or PDF	One file per figure, with the intended location indicated in the manuscript
Supplementary	Supplementary material	PDF, XLSX, CSV, or ZIP	Numbered, cited in text, and supplied with captions
Reporting Checklist	Reporting checklist	PDF or DOCX	PRISMA, CONSORT, STROBE, or another applicable guideline
Permissions Ethics	Permissions and approvals	PDF	Ethics approvals and reuse permissions when requested

7- Manuscript file preparation

- **Page:** A4 with 2.5 cm margins on all sides.
- **Font:** Times New Roman 12 pt for English and Simplified Arabic 14 pt for Arabic. A clear equivalent may be used if a font is unavailable, but formatting must be consistent.
- **Paragraphs:** Use 1.5-line spacing, justified text, and clear paragraph spacing. Do not create alignment with repeated spaces.
- **Numbering:** Number all pages and use continuous line numbering in the review manuscript when available.
- **Headings:** Use no more than three displayed heading levels. Do not number the title, abstract, or references as internal sections.
- **Terms and units:** Use SI units, define abbreviations at first use, and avoid unnecessary abbreviations in the title and abstract.
- **Editable elements:** Create equations with an equation editor and tables with the table function. Do not submit them as uneditable images.
- **Footnotes:** Use footnotes sparingly. They must not replace citations or the reference list.

8- Title page and anonymized manuscript

8.1 Title page

1. A concise and accurate full title in Arabic and English, plus a running title of normally no more than 50 characters.
2. Article type, main-text word count, and the number of tables, figures, and supplementary files.
3. Each author's full name in final publication order, complete institutional affiliation, city, and country.
4. Each author's ORCID iD when available, written as the full https://orcid.org/... URL.
5. The corresponding author's institutional email address and telephone number for editorial use.
6. CRediT author contributions, funding, competing interests, acknowledgments, data availability, and AI declaration.
7. Ethics committee name, approval number, and date, and study or protocol registration number when applicable.

8.2 Anonymized manuscript

Remove author names, affiliations, acknowledgments, grant numbers, and committee names that reveal identity. Use wording such as "institutional information withheld for review" and restore the details after acceptance. Remove author information from Word document properties and cite the authors' own previous work neutrally.

9- Title, abstract, and keywords

- **Title:** State the topic and, when useful, the study design. Avoid abbreviations, promotional claims, and conclusions that the evidence does not support.
- **Abstract:** The abstract must stand alone. Do not include references, tables, figures, or undefined uncommon abbreviations.
- **Structure:** Abstracts for original research and systematic reviews should normally use Background and Objective, Methods, Results, and Conclusions. Other article types may use an unstructured abstract.

- **Results:** Report the principal numerical findings when appropriate; do not use phrases such as "results will be discussed."
- **Keywords:** Where required for the article type, provide 3-10 words or short phrases in each language, within the limits in Section 3. Avoid repeating title words where possible and use standard disciplinary terms. Book reviews do not require an abstract or keywords.

10- Article structure

10.1 Original research

1. Introduction: define the problem, gap, objective, and hypothesis without an extended literature review.
2. Methods: report design, setting, sample, instruments, procedures, variables, analysis, and ethics in enough detail to permit replication.
3. Results: present findings in a logical order without repeating all table or figure content.
4. Discussion: interpret the findings, compare them with evidence, and explain significance, limitations, and generalizability.
5. Conclusions: answer the objective without overstatement and identify implications or future research.
6. Declarations, references, tables, and figure legends, following the order in the journal template.

10.2 Systematic and scoping reviews

Include a focused question; protocol or registration when available; eligibility criteria; information sources; a reproducible search strategy; selection and extraction procedures; quality or risk-of-bias assessment when applicable; synthesis methods; a flow diagram; and the appropriate PRISMA checklist.

10.3 Review articles

A review must be critical and synthetic rather than a descriptive catalog. Explain the scope, databases, search terms, period, and evidence-selection approach, and identify agreements, controversies, gaps, and research priorities.

10.4 Case studies and brief reports

Describe the case or context, data sources, analytical method, results, limitations, and transferable lessons. Remove identifying information about persons or institutions unless publication is scientifically necessary and explicit permission has been obtained.

11- Tables, figures, and supplementary material

11.1 Tables

- Number tables in order of citation, cite each table in the text, and provide a concise title and notes that define abbreviations and statistical tests.
- Submit editable tables, not images, and avoid duplicating the same information in text, table, and figure form.
- State units, sample size, symbol meanings, and significance values. Identify the source and permission for reused or adapted content.

11.2 Figures

- Minimum resolution is 300 dpi for color or grayscale photographs, 600 dpi for combination artwork, and 1200 dpi or vector format for line art.
- Use clear lettering that will normally remain at least 8 pt at final size. Include scale bars and necessary labels, but do not place the figure title inside the artwork.
- Provide a self-contained legend that defines symbols, abbreviations, panels, and relevant statistical information.
- Provide concise alt text describing the principal message. Use patterns, symbols, and color to support accessibility.

11.3 Image integrity

No specific feature may be enhanced, obscured, moved, removed, or introduced. Global brightness, contrast, or color adjustments are acceptable only when they do not alter or misrepresent information. Composites from different images, fields, or exposures must be separated visibly and explained in the legend. The journal may request original files and may revoke acceptance if they cannot be supplied without an acceptable reason.

11.4 Supplementary material

Number and cite every supplementary file in the manuscript and provide a title and caption. Supplementary files are normally published as received; authors are responsible for accuracy, language, and removal of sensitive information. Large datasets should be deposited in an appropriate repository whenever possible.

12- References and citations

Reference style is determined by the article track. Business, economics, law, education, humanities, and social-science manuscripts use APA 7th edition. Medical, pharmaceutical, health-science, natural-science, applied-science, environmental, engineering, technology, and computing manuscripts use numbered Vancouver style once the relevant sections open for submissions. Legal manuscripts may use conventional legal citation for legislation and cases while retaining APA for scholarly sources. For interdisciplinary manuscripts, obtain confirmation of the applicable reference style from the editorial office before submission. Do not mix styles within one article.

- **Matching:** Every cited source must appear in the reference list, and every listed reference must be cited in the text.
- **Persistent identifiers:** Provide each available DOI as a full https://doi.org/... URL and use authoritative links for online sources.
- **Arabic sources:** Give Arabic sources in the original language, followed by a Romanized or English rendering of the title in brackets and the note “in Arabic” to support indexing.
- **Citation integrity:** Do not use anonymous or AI-fabricated sources, excessive self-citation, reciprocal citation, or references that do not support the manuscript.
- **Final verification:** Reference software is encouraged, but authors remain responsible for every name, date, volume, page, article number, and URL.

Brief examples

APA examples for humanities, social sciences, business, education, and law:

Journal article: Author, A. A., & Author, B. B. (Year). Title of article. Journal Title, volume(issue), pages or article number. https://doi.org/xxxxx

Book: Author, A. A. (Year). Title of book (Edition). Publisher. https://doi.org/xxxxx

Book chapter: Author, A. A. (Year). Title of chapter. In E. E. Editor (Ed.), Title of book (pp. xx-xx). Publisher. https://doi.org/xxxxx

Vancouver example for scientific, medical, and engineering sections once open:

1. Author AA, Author BB. Article title. Journal Title. Year; Volume (Issue): Pages. https://doi.org/xxxxx

13- Reporting and methodological standards

Use the reporting guideline appropriate to the study design, and upload the checklist when available. A checklist does not correct weak methods, but it supports complete and transparent reporting.

Study design	Guideline	Submission expectation
Randomized trials	CONSORT	Checklist and flow diagram; SPIRIT for protocols
Observational studies	STROBE	Cross-sectional, case-control, and cohort studies
Systematic reviews	PRISMA	PRISMA 2020 or relevant extension; PRISMA-P for protocols
Scoping reviews	PRISMA-ScR	Checklist and study-selection flow
Qualitative research	COREQ or SRQR	Select the guideline that fits the method
Case reports	CARE	With de-identification and consent to publish
Animal research	ARRIVE 2.0	Essential 10 and animal-welfare information
Diagnostic accuracy	STARD	Reference standard and participant flow
Prediction models	TRIPOD	Development, validation, and performance
Economic evaluations	CHEERS	Perspective, costs, outcomes, and uncertainty

Statistical reporting

- Identify the software and version, tests, assumptions, and significance level before presenting results.
- Report sample size and its basis, unit of analysis, independent replicates, and handling of missing values and outliers.
- Report effect sizes and confidence intervals with P values, and provide exact P values when practical.
- Define variability measures and error bars. Do not automatically use mean and standard deviation for strongly skewed data.
- Distinguish prespecified from exploratory analyses and report correction for multiple comparisons when used.

14- Ethics approvals and declarations

Include a section titled “Declarations” after the Conclusions and before the References. Where a material heading does not apply, write “Not applicable” with a brief explanation rather than silently omitting it.

Declaration	Required information
Ethics approval	Committee name, approval number, and date, or the basis for exemption or non-requirement.
Consent to participate	How informed consent was obtained or the basis for waiver.
Consent for publication	Required for identifiable personal data, images, or details.
Study registration	Registry, number, and date for registered studies.
Funding	Funder, grant number, and funder role, or a no-funding statement.

Competing interests	Relevant financial and non-financial interests, or a no-interest statement.
Author contributions	Each author's roles using CRediT.
Data availability	Where data may be accessed, conditions for access, or the reason for restriction.
Code and material availability	Repository or request procedure and any restrictions.
Use of AI	Tool, purpose, and human review when disclosure is required.
Acknowledgments	Contributors who do not qualify as authors, with their permission.

15- Research involving humans or animals

15.1 Human participants and data

Research must comply with applicable law and relevant institutional and international ethical standards. State ethics approval and informed consent, and remove unnecessary identifiers. Consent to participate does not necessarily authorize publication of an identifiable image or detail; separate consent to publish may be required.

15.2 Animal studies

State the committee name and approval number, source, species or strain, sex, age, housing, allocation, blinding, sample-size basis, anesthesia, humane endpoints, and euthanasia. Follow replacement, reduction, and refinement principles and ARRIVE 2.0.

15.3 Prospective registration

Register clinical or interventional trials publicly before enrolling the first participant whenever required by accepted standards. Registration of systematic and scoping review protocols, as well as confirmatory studies, in an appropriate registry is strongly encouraged. Report and explain deviations from the protocol.

16- Authorship and contribution

- **Criteria:** Authorship is limited to people who made a substantial intellectual contribution, drafted or critically reviewed the work, approved the final version, and accept accountability for its integrity.
- **Contribution statement:** Provide a CRediT statement using relevant roles such as conceptualization, methodology, analysis, investigation, resources, supervision, and writing.
- **Prohibited practices:** Gift or honorary authorship, concealed writers, sale of authorship, and non-scientific authorship changes are prohibited.
- **Corresponding author:** The corresponding author confirms approval by all authors, verifies names, affiliations, and declarations, and manages communication before and after publication.
- **Authorship changes:** Adding, removing, or reordering authors requires a reasoned request, written agreement from every author, and editorial approval. Changes after acceptance are exceptional.

17- Artificial intelligence policy

- **Authorship and responsibility:** An AI tool or language model cannot be listed or cited as an author. Human authors remain responsible for accuracy, originality, and integrity.

- **Manuscript preparation:** Material use of AI in manuscript preparation must be disclosed in a separate statement naming the tool, purpose, and confirming human review. Basic spelling or grammar checking that does not generate scientific content need not be declared.
- **Research use:** If AI is used in data collection, analysis, code, or figure generation as part of the research method, describe the tool, version, date, purpose, and human validation in the Methods sufficiently for evaluation.
- **Confidentiality and rights:** Do not upload personal or confidential data, unpublished manuscripts, or material that the authors are not entitled to use to an external tool that does not guarantee privacy and intellectual-property protection.
- **Images:** Generative or generatively modified images are not accepted as original data or documentation unless generation itself is the subject of the research and full disclosure and editorial approval are provided.
- **Verification:** Authors must verify every fact, calculation, and reference. Disclosure does not excuse errors, plagiarism, or fabricated citations.

18- Data materials, code, and reproducibility

Every original research article requires a Data Availability Statement. Authors are encouraged to deposit unrestricted data, code, protocols, and instruments in a trusted repository, assign a persistent identifier such as a DOI, and cite the dataset in the reference list.

- **Open data:** Name the repository, persistent link or identifier, and license.
- **Controlled access:** Identify the request contact and objective access conditions. Do not use a generic "available on request" statement if requests cannot realistically be met.
- **Restricted data:** If privacy, confidentiality, or legal agreements prevent public release, explain the restriction and any route to de-identified or aggregated data.
- **Editorial verification:** The journal may request raw data, code, and approval records during evaluation or after publication, subject to law and confidentiality.

19- Research and publication integrity

Submissions may be screened for similarity and originality. No single percentage is an automatic decision threshold; the editor evaluates the nature and context of overlap. Conduct that may lead to rejection, investigation, correction, or retraction includes:

- Plagiarism, unacknowledged text recycling, fabrication, falsification, or selective presentation that misleads readers.
- Duplicate or overlapping publication and unjustified fragmentation of one study into multiple papers.
- Manipulation of images, statistics, citations, reviewer suggestions, or the peer-review process.
- Concealed funding, competing interests or contributions, and authors who do not meet the criteria.
- Use of paper mills, purchased data, authorship or reviews, or false approvals and permissions.

The journal verifies concerns, gives relevant parties a reasonable opportunity to respond, and takes proportionate action in accordance with its policy and accepted practice, including correction, expression of concern, or retraction.

20- Initial screening, peer review, and decisions

Stage	What happens

Administrative check	Completeness of files, declarations, and basic formatting.
Editorial screening	Scope, originality, novelty, methodological quality, and ethical compliance; a reasoned desk rejection may be issued.
External review	Double-anonymized review by at least two independent experts; a third reviewer may be used.
Decision	Accept, minor revision, major revision, or reject. The Editor-in-Chief decides after considering reviews and author responses.
Reassessment	A revision may return to reviewers. Addressing every comment does not guarantee acceptance.

Authors do not select reviewers and must not contact them about the manuscript. Submissions from University or Editorial Board members are evaluated under the same standards by an independent editor and independent reviewers, without participation by the conflicted person.

21- Revised submissions

Submit the revision by the deadline in the decision letter. The usual guide is 14 days for a minor revision and 30 days for a major revision unless the editor specifies otherwise. A reasoned extension may be requested before the deadline.

- A point-by-point response reproducing each comment and identifying the page and line of every change.
- A clean manuscript and a marked manuscript showing changes, without unresolved comments or identity information that compromises review.
- A professional scientific explanation for any comment not implemented, supported by evidence, or an alternative analysis when needed.
- Updated tables, figures, supplementary material, declarations, and submission-system metadata.
- Explicit explanation of any major change that was not requested by the reviewers or editor.

22- Appeals and complaints

The corresponding author may appeal within 30 days of notification of the decision when the appeal identifies a procedural failure, competing interest, or material error in handling the manuscript. An appeal must be specific and supported; disagreement with the reviewer's opinion alone is not sufficient. An independent editorial person who was not involved in the challenged decision reviews the appeal, and the author receives a written outcome. Complaints about journal conduct or publication ethics should be submitted through the channel identified on the journal website.

23- After acceptance and publication

- **Final files:** The journal requests final editable files, original artwork, permissions, and the publishing agreement. Acceptance may be held until all items are complete.
- **Proofs:** Proofs are sent to the corresponding author for correction of production errors and should normally be returned within 72 hours. Substantive rewriting is not permitted at the proof stage.
- **Published record:** The article displays received, accepted, and publication dates, and receives a persistent URL and a DOI when the journal DOI service is active.
- **Post-publication correction:** Authors must promptly report a material error. The journal issues corrections, expressions of concern, or retractions with a public notice in accordance with its policy.

24- Copyright, open access, and fees

Authors retain their moral rights. Rights holders sign a publishing agreement granting the journal a non-exclusive license to publish, make available, preserve, and deposit the article. Accepted articles are published under CC BY 4.0, which permits sharing and adaptation for any purpose provided appropriate credit is given, a license link is supplied, and changes are indicated.

Publication charges and waivers apply only when formally approved and posted on the journal website before submission. Any charge is collected after final acceptance against an official receipt and does not influence reviewer selection or the scientific decision. Full texts published with open access are free to read.

25- Final checklist before selecting Submit

Check	Required completion
Scope	The topic falls within the applicable scope, the selected section is open for submissions, and the contribution is explicit.
Originality	The work is not published or under review elsewhere; preprints and related outputs are disclosed.
Author approval	All authors approved the text, order, and corresponding author.
Title page	Names, affiliations, ORCID iDs, declarations, and bilingual metadata are complete.
Anonymization	The manuscript and file properties do not reveal author identity.
Abstract and keywords	Provided in Arabic and English within the article-type limits where required; book reviews are exempt from the abstract and keyword requirements.
Methods and reporting	All required sections and the relevant reporting checklist are included.
Ethics	Approvals, numbers, consent, and registration are reported.
Authorship	The CRediT statement is complete, and there is no honorary or concealed authorship.
Funding and interests	Funding, funder role, and all relevant interests are disclosed.
Data and code	The availability statement is clear, and links and identifiers work.
Artificial intelligence	Required disclosure is present, and all outputs and references were verified by humans.
Tables and figures	Items are numbered, cited, publication-ready, and supported by permissions.
References	The track-approved style is applied consistently, with complete matching and accurate DOI and URLs.
Cover letter	Signed and includes originality, fit, novelty, and disclosures.

Appendix A Suggested declaration wording

- **No funding:** The authors received no specific funding, grants, or other support for the conduct or preparation of this work.
- **Funding received:** This work was supported by [funder] under Grant [number]. The funder had no role in study design, data collection, analysis, interpretation, or the decision to submit the work for publication.
- **No competing interests:** The authors declare that they have no relevant financial or non-financial interests to disclose.
- **Open data:** The data supporting the findings of this study are available in [repository] at [URL or DOI] under [license].
- **Data on request:** The data supporting the findings are available from the corresponding author on reasonable scientific request and subject to ethics and privacy requirements.
- **Restricted data:** The data cannot be shared publicly because it contains sensitive information or is subject to [state restriction]. De-identified data may be requested under the conditions described through [entity].
- **AI use:** During preparation of this work, the authors used [tool and version] for [purpose]. The authors reviewed, edited, and verified the output and take full responsibility for the final content.
- **No material AI use:** No generative AI tool was used to produce scientific content, analyze data, or create figures. This does not include basic spelling or grammar checking, if used.