**General scope and formatting requirements**

|  |  |
| --- | --- |
| Paper size without References | 2 000-3 000 words.  (Not less than 10 000 characters with spaces) |
| Page size | A4 |
| Page margins | 2 cm all |
| Page numbering | None |
| Font | Times New Roman |
| Line spacing | Single |
| First line indent | 0 cm |
| Paragraph spacing before | 6 pt |
| The text of the section | 12pt |
| The SI unit system should be used in the text and illustrations. | |

# TITLE [Heading 1, 14 pt, Bold, All caps, Aligned left, Spacing before 12 pt, Spacing after 6 pt]

Author’s Name Surname1, Other Author’s Name Surname2 [11 pt, Bold, Aligned left]

Name of Institution, Student at the Faculty/Department, Country1; Name of Institution, Student at the Faculty/Department, Country2 (if authors represent the same institution, it is written once) [11 pt, Aligned left]

E-mail1; E-mail2 [11 pt, Aligned left]

Consulted by [abbreviation of the scientific name] Name Surname1, [abbreviation of the scientific name] Name Surname2 [11 pt, Bold, Italic, Aligned left]

Name of Institution, Position held at the Faculty/Department, Country1; Name of Institution, Position held at the Faculty/Department, Country2 [11 pt, Aligned left]

**Annotation** [11 pt, Bold, Aligned left]

The annotation text [11 pt, Justified, Spacing before 6 pt] is written in the same language as the article. The abstract briefly describes the content of the article and indicates the main issues analyzed in it. The recommended length of the annotation is 200-300 words (up to 2000 characters with spaces).

Keywords: 3–5 keywords, separated by commas. [10 pt, Aligned left, Spacing before 6 pt]

## Introduction [13 pt, Bold, Aligned left, Spacing before 12 pt, Spacing after 6 pt]

The text of introduction [12 pt, Justified, Spacing before 6 pt]

The relevance of the topic, the research problem, aim and objectives, research object, and research methods must be indicated in the Introduction of the article.

**Problem** - a question or questions expressing the essence of the problem. These questions are tried to be answered in the literature analysis and analysis part presented in the article.

**Aim** - one sentence describes what this article is about.

**Objectives**: 3-5 objectives detail the aim of the work and include the main aspects under consideration, both theoretical and research. Active verbs such as analyze, examine, create, compile, prepare, formulate, evaluate, identify, determine (connections, dependence) etc. should be used to formulate work objectives.

**Methods**: the list of research methods used in the article.

## [Every] section’s title [13 pt, Bold, Aligned left, Spacing before 12 pt, Spacing after 6 pt, No numbering]

The text of the section [12 pt, Justified, Spacing before 6 pt]

Analysis of the scientific literature and other targeted resources, research methodology and main research results shall be presented in the text of the appropriate sections.

One must follow the APA (American Psychological Association) system of quoting and referencing in the text. Citation in the text and submission of references must be formalized in accordance with the provisions set forth in ***Methodological Guidelines for Compiling of* Citations and References in the Paper**.

When numbers are given in the text, then all decimals must be separated with dots (.).

The text may contain graphic illustrations (tables and/or figures).It is of crucial importance for every illustration to be clear and legible. It is necessary to provide a reference to the sources below every graphical illustration, if it was not created by the author(s).

Graphical illustrations have to be centered and included into the text as a part of it. All parts of every illustration must be given on the same page of the text. It is necessary to leave blank lines before and after every illustration provided in the text. Any section may not start or end with a graphical illustration.

The tables shall be provided in a numerical order in the Arabic numerals. The numbers and titles of the tables must appear above the tables. First reference to the table has to be provided before its emergence in a relevant part of the text, for example: (see Table 1).

**Table 1.** Title[11 pt, Bold for ˈ**Table 1ˈ**, Centered, Line spacing: Single, Spacing before and after 6 pt]

|  |  |  |
| --- | --- | --- |
| Text | Text [Size 11 pt, Line spacing: Single] | Text |
| Text | Text | Text |
| Text | Text | Text |
| Text | Text | Text |
| Text | Text | Text |

*Source:* compiled based on (Venckevičiūtė, 2016) [11 pt, Italic for *Source*, Centered, Line spacing: Single]

The figures shall be provided in numerical order in the Arabic numerals. The numbers and titles of the figures must appear below the figures. First reference to the figure has to be provided before its emergence in a relevant part of the text, for example: (see Figure 1).



**Figure 1.** Title[11 pt, Bold for ˈ**Figure 1ˈ**, Centered, Line spacing: Single, Spacing before and after 6 pt]

*Source:* compiled based on Venckevičiūtė, 2016 [11 pt, Italic for *Source*, Centered]

The figures must be presented alike in black and white or in colour.

## Conclusions (recommendations, debatable issues, insights) [13 pt, Bold, Aligned left, Spacing before 12 pt, Spacing after 6 pt, No numbering]

The text of conclusions [12 pt, Justified, Spacing before 6 pt]

Conclusions of the paper shall summarize the main findings of the research. Here the author(s) can as well formulate recommendations, indicate debatable issues and provide insights.

**References** [ 11 pt, Bold, Alined left, Spacing before 12 pt, Spacing after 6 pt]

Body of references [Size 11 pt, Justify, First line 0,5 cm, Spacing before 6 pt, No numbering].

An alphabetical list of sources (scientific literature and other resources) used in the paper shall be provided in accordance with the APA system of referencing. The list of sources must be prepared in accordance with the provisions set forth in ***Methodological Guidelines for Compiling of* Citations and References in the Paper**.