

TO THE ATTENTION OF THE AUTHORS! NEW GUIDELINES 2018

According to the Decision of the Higher Certifying Commission of Ukraine #7-05/1 from 15.01.2003 "About increase of requirements to the professional editions included into the list of the Higher Certifying Commission of Ukraine", the scientific articles could be accepted for printing, only if they contain *the following parts*:

- Problem statement in a general view and its connection with important scientific and practical problems;
- Analysis of the last researches and publications in which the decision of the problem has begun and on which the author grounds his research;
- Setting of unsolved parts of the shared problem to which the article is devoted;
- Purposes of the article formulation (problem statement);
- Statement of the basic research material with full substantiation of the received scientific results;
- Conclusions and prospects of the further investigations in the given direction.

General requirements for articles:

Page format: A4, book format.

Page margins: left – 3 cm, right – 1,5 cm, top and down – 2,5 cm.

Spacing: 1,5.

Print: Times New Roman.

Type size: 14.

Article volume: 6-12 pages.

Working languages of the collection: Ukrainian, Russian, English.

Use of marks and symbols: dash –, apostrophe ’, paws «...» (Ukrainian and Russian), "... " (English), for non-breakable spaces Ctrl + Shift + spacebar, markers (•, –, ➤, ...), numbering 1.

Structural elements of the article:

- UDC – on the top line at the left side of the article (14-point type size).
- Title of the article – in a line, centered alignment, bold with capital letters.
- Initials and Surname of the author in a line to the right, bold.
- ORCID (if it is available).
- Abstract (maximum 1800 symbols) and key words in the language of the article – in a line, italics, Script Times New Roman 12-point type size.
- Text of the paper itself – in a line, beginning the new paragraph (14-point type size) (indent of the first line - 1,27 cm);
- Literature – in a line after the text of the article (12-point type size). The word Literature should be printed in bold type with centered alignment (Script Times New Roman, 12-point type size) (general quantity of literature sources should

not exceed 20). Literature is executed according to DSTU 8302: 2015, the references to literature in the text of the article are made according to the international style APA (American Psychological Association).

- References (that is the list of transliterated Literature) – in a line after the Literature of the article (12-point type size). The word References should be printed in bold type with centered alignment (Script Times New Roman, 12-point type size) and is executed according to the international style APA. Transliteration of sources titles should be done using on-line services: for sources in Ukrainian - <http://translit.kh.ua/?passport>; for sources in Russian - <http://translit.cc> or <http://translit.net/en/bgn/>; the sources in the foreign language are not transliterated. The translation into English of the title of the book, article etc. should be put in square brackets just after the transliterated title of the book, article, etc.
- Title of the article (bold, centered alignment), initials and surname of the author (bold, right alignment), abstracts and key words in two other working languages of the collection – in a line, in the two working languages of the collection (Script Times New Roman, 12-point type size, in italics, 1800 symbols maximum).
- Information about the author (surname, name, patronymic name, scientific degree, academic status, position held, place of work, New Post address, telephone, e-mail) – in a line in Ukrainian and English languages (Script Times New Roman, 12-point type size).
- The text should be printed without hyphenation, dash should differ from hyphen; the use of the same quotation marks in the whole text of the article is necessary («...» – in Ukrainian and Russian and "... " in English);
- Tables and others non-text objects should be numbered and placed in the text. The word Figure should be placed under the figure, alignment on the centre (Fig. 1...). The word Table should be placed above the table, right alignment (Table 1), Script Times New Roman, 12-point type size.

We welcome the publication of authors with ORCID and availability of references to publications with DOI in the list of literature.

The collection is issued 6 times a year, that is once in two months. Deadline for sending the articles: February, 10th – Issue # 1; April, 10th – Issue # 2; June, 10th – Issue # 3; August, 10th – Issue # 4; October, 10th – Issue # 5; December, 10th – Issue #6.

The electronic variant of the article should be send to the E-mail of the Editorial Board for further reviewing and publication. In several days the author will receive the e-mail from the Editorial Board with approval or rejection of the article for publication in the Collection and further instructions.

Electronic variant of the paper should be shaped in such a way:

- First file – text of the article prepared by means of text editor Microsoft Word (name of the document consists of the surname of the author and the date when the article was sent to the editorial board of the collection, for example, Petrenko-23.01.06.doc);

- Second file – information about the author.doc (file name – author's last name, for example, Petrenko.doc);

- Third file – payment receipt (it is sent after receipt of the notice of acceptance of the article for publication).

Contact E-mail of the Editorial Board: *svetlana101068@gmail.com* or *zbirnyk.domtp@gmail.com*