# TITLE

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Abstract: “Manuscript title” style should be used for manuscript title. Manuscript title may occupy no more than three lines of type. Abstract header should be written using “Abstract header” style 14 pt. font size. Abstract should be written with 13-font size, Times New Roman, justified, 1.5 line spacing (“Abstract text” style). In the abstract section, the aim and scope of the study, originality and contribution, methodology and major emphases, evaluations and suggestions should be briefly stated. Abstract should be about 300 words.

Keywords: This section should contain minimum two and maximum six words that are written in 13-font size and separated with commas. Keywords header should be written using “Keywords header” style 13 pt. font size and also keywords should be written using “Keywords text” style.

GUIDELINE for AUTHORS

**The submitted manuscript must not have been published anywhere before and must not be entered into the evaluation process for publication elsewhere.** The manuscripts will be reviewed by a jury of academic and company experts. The author remains responsible for the scientific accuracy and ethical research conduct of their manuscript.

As part of the editing process, full papers will be checked on Turnitin. In the Turnitin report, the overall similarity rate for the article cannot exceed 15%, and the similarity rate for each match has to be less than 3%.

The authors may be contacted by the publisher for questions concerning layout or formatting of their paper.

The names of the authors need to be provided when submitting the paper. Please also note that language testing and formal editing have to be carried out by the authors themselves.

Manuscripts should be submitted in English by using .doc or .docx formats. Manuscripts should be written using this template including the following headings:

* Title - Abstract - Keywords
* Introduction
* Methods
* Findings
* Discussion and Conclusions
* (if necessary) Acknowledgements
* References
* Additional Files (provided that 28 pages for the entire manuscript are not exceeded).

There is flexibility as to the naming of only the subtitles.

Manuscripts should be written in font Times New Roma20n, 1.5 line spacing and 13 pt. font size for “Body text” style, 14 pt. for headlines and 13 pt. for the references in the reference section.

Emphasis is expressed in italics.

Abbreviations and acronyms need to be defined once in the text; common ones such as “i.e.” or “e.g.” are excluded from this rule.

Manuscripts can contain figures, tables and/or images.

Page format should be DIN A 4 size (21 cm \* 29,7 cm) with margins 2 cm wide from the top, the bottom, the right and the left.

**Manuscripts must be maximum 28 pages (44.500 letters and punctuation marks)** including the references and pages should not be numbered. The space between paragraphs should be "0 nk" before and "6 nk" after.

INTRODUCTION (Header 2 style)

The introduction section should present the scope and objective of the manuscript and state the problem, briefly review the pertinent literature, describe the methods, and provide an overview of the main results of the work.

METHOD (Header 2 style)

The method should be clearly stated and described in sufficient detail and with sufficient references.

Subtitle (Header 3 style)

If it is required, “Header 3” style can be used for subtitles. Please capitalize only the first letters of the subtitle.

FINDINGS (Header 2 style)

The findings and arguments of the work should be explicitly described and illustrated. Supporting figures and tables of the results may be included in the manuscript.

All the tables and figures should be centered. Spaces between table rows should be removed. Figures and tables should be numbered. Figure headers should be placed under the figure (Figure 1). Table headers should be placed at the top (Table 1). “Caption Style” should be used for all captions.



Figure 1. Title (Caption Style)

Table 1. Title (Caption Style)

|  |  |  |
| --- | --- | --- |
| Sample text | Sample text | Sample text |
| Sample text | Sample text | Sample text |
| Sample text | Sample text | Sample text |

Equations should be numbered consecutively throughout the text with the numbering in parentheses to the right of the equation. Please use 1x2 table without border lines as below to align equations in the text. The word "equation" should be shortened by "Eq." when used in the text, except at the beginning of a sentence. Equation 1 shows a sample formula, at the same time Eq. 1 defines the area of circle.

|  |  |
| --- | --- |
| $A=πr^{2}$  | (1) |

DISCUSSION AND CONCLUSIONS (Header 2 style)

“Discussion and Conclusions” should include the principles and generalizations inferred from the results, any exceptions to, or problems with these principles and generalizations, theoretical and/or practical implications of the work, and recommendations.

REFERENCES (Header 2 style)

**Citation Style in the Reference Section:**

References should be listed in alphabetical order using References Style and presented in a 13 pt. format according to the American Psychological Association (APA), Seventh Edition.

**In-text Citation Style:**

In text citation should be done using “Body Text” style and also presented in a format according to the American Psychological Association (APA), Seventh Edition.

Further information on electronic references can be found at

<http://www.apastyle.org/elecsource.html>.

In general, all APA 7 rules can be found at

<http://www.uww.edu/documents/library/apacite.pdf>