

MANUSCRIPT FORMATTING STANDARTS FOR THE “WORLD ECONOMY AND INTERNATIONAL RELATIONS” JOURNAL

Please consider that due to use of the standards set by the international abstract and citation databases of peer-reviewed literature *Scopus* and *Web of Science*, the manuscripts formatting rules have been changed significantly.

The key purpose of developments is to make the main guidelines and conclusions of the articles published in the journal available for a wide international audience that cannot speak Russian. The *Abstract* in English and *References* transliterated with Roman letters are now of particular significance, because it is them (and not the text of the article itself) that are embodied in the *Scopus* and *Web of Science* systems. The *Abstract* and *References* should draw attention of foreign readers to the subject of the article. Thus, it is for the benefit of an author to assure their highest quality.

All articles offered are being proved for plagiarism and other forms of ethical norms violation (refer to [Ethical Principles of Authors](#))

Main characteristics

The manuscripts should be delivered in .doc format (Word 1997–2003).

Illustrations presented in .doc format (Word 1997–2003) within the article should also be converted to PDF format – each illustration in a separate file.

Overall volume of the article – up to 1 printers sheet (40000 signs including interspaces).

Page settings: top margin 3 cm, foot margin 2 cm, left margin 3.5 cm, right margin 2 cm.

Font – 12 Times New Roman.

First line indent – 1.25; line spacing 1.5.

Article title – 16 bold type, on centre, in capital letters.

© 2017 г. Author's name – 16 bold type, on centre, in small letters.

Interlineary subtitles – 12 plain type, in capital letters.

Foot-notes – 11, line spacing 1, full-out.

No automatic hyphenation.

The main type of quotation marks: “ ”. However, if there is a quoted text fragment inside of the quotation, it is marked with “ ”, and the whole quotation – with « ».

In English titles, all crucial words should be CAPITALISED.

Article Structure*

There are four conditional parts in the article:

I. Information about the article **in Russian (sample)**:

TITLE
© 2017 г. A. Author

*Except for research papers and analytical reviews (the formatting requirements are listed below), our journal publishes reviews of the most interesting and significant academic monographs and collected works on the subjects relevant to the journal's concept. Formatting requirements for reviews are simplified (refer to the last section).

The author(s)' last, first and middle names (in full), academic degree (if any), position(s) held.
The author(s)' affiliation(s) (working place), full postal address of the organization, e-mail.
Abstract (**up to 100 words**).
Keywords (up to 10).

II. Text of the article.

III. REFERENCES. **Links to bibliographical sources included in REFERENCES should be numerated consequently, in the order they were first mentioned in the text.** The references in the text, tables and figure captions should be marked with arabic numbers [in square brackets], and definite page(s) should be given if necessary. Only subject foot-notes (comments, supplements, etc.) remain in page mode. The references related merely to tables or figure captions should be numerated according to the first mentioning of a definite table or figure in the text.

The bibliography should be given **fully in Roman letters** (references in English, French, German and other languages – in the original, references in Russian must be transliterated and translated (see the formatting standards below)). **For automatic romanization it is recommended to use the site <http://translit.ru> (transliteration standard – BSI; setting in advance).**

IV. Information about the article **in English (sample)**:

TITLE (IN ENGLISH)

*The author(s)' last, first and middle names (in full), e-mail,
the author(s)' affiliation(s) (working place), full postal address of the organization.*

Extended abstract (circa 300 words)

Keywords: (up to 10).

About author:

The author(s)' last, first and middle names (in full), academic degree (if any), position(s) held.

Requirements to Abstracts

1. The abstract should be informative (should not contain broad terms), substantive (cover the basic content of the article, describe main goals and methods of research, sum up the most important research results and their scientific value), structured (follow the logic of the article structure).
2. The abstract in Russian may be compact (stay within one paragraph, up to 100 words).
3. In light of international standards, the abstract in English is of central meaning. It should cover adequately the basic content of the article, be fairly detailed and explicit (the average length – 250–300 words, may be more), written in orthographical English based on special English terminology. It is crucial to avoid using of broad, meaningless words, which merely increase the length of the article, but do not contribute to its subject development. The abstract in English should be unique, the calque (close translation) of the brief abstract in Russian is ineligible.

Foot-notes and References Arrangement

Initials are placed after the last name of the author/editor. The last name of the author/editor is given in upright type; after the editor's last, middle and first names – eds., separated by a comma.

For the book (monograph, collected works) it is necessary to indicate the year and place of publication, publishing house, general number of pages.

Article (in a journal, in a newspaper)

Article in Russian:

Кустарев А. Неудавшиеся государства. *Космополис*, 2004, № 2(8), сс. 17-36. [Kustarev A. Neudavshiesya gosudarstva [Failed States]. *Kosmopolis*, 2004, no. 2(8), pp. 17-36.] DOI: 10.3109/10837450.2013.840845

Author A. Title. *Newspaper title*, date. month. year.

If the Russian-language journal/newspaper has an official title in Latin characters, it should be provided instead of transliteration!

Article in English, French, German and other languages (Roman letters):

Author A.A., Author B.B., Author C.C. Title of article. *Title of Journal*, 2005, vol. 10, no. 2, pp. 49-53. DOI: 10.3109/10837450.2013.840845

Author A.A., Author B.B., Author C.C. Title of article. *Title of Journal*, 2005, vol. 10, no. 2. DOI: 10.3109/10837450.2013.840845. Available at: name of Internet resource (accessed 00.00.0000).

Book (monograph, collected works edited, article in collected works, book chapter)

Edition in Russian:

Потемкина О.Ю. *Пространство свободы, безопасности и правосудия Европейского союза*. Москва, Гриф и К., 2011. 367 с. [Potemkina O. U. *Prostranstvo svobody, bezopasnosti i pravosudiya Evropeyskogo soyuza* [The Space of Freedom, Safety and Justice of the European Union]. Moscow, Grif and K., 2011. 367 p.]

Нигматулин Р.И. *Динамика многофакторных сред*. Москва, Наука, 1987. Ч. 1, 464 с. [Nigmatulin R.I. *Dinamika mnogofaznykh sred* [Dynamics of Multiphase Media]. Moscow, Nauka Publ., 1987. Pt. 1, 464 p.]

От катастрофы к возрождению: причины и последствия разрушения СССР. Москва, ВШЭ, 1999. 381 с. [Ot katastrofy k vozrozhdeniyu: prichiny i posledstviya razrusheniya SSSR [From Disaster to Rebirth: Causes and Consequences of the Destruction of the Soviet Union]. Moscow, HSE Publ., 1999. 381 p.]

Латышев В.Н. *Трибология резания. Кн. 1: Фрикционные процессы при резании металлов*. Иваново, Ивановский госуниверситет, 2009. 245 с. [Latyshev V.N. *Tribologiya rezaniya. Kn. 1: Friksionnye protsessy pri rezanie metallov* [Tribology of Cutting, Vol. 1: Frictional Processes in Metal Cutting], Ivanovo, Ivanovskii Gos. Univ., 2009. 245 p.]

Description of an article from an ongoing edition (collected works)

Преображенская А. Франция: преддверие президентской избирательной кампании. *Год планеты*. Вып. 2011 г. Москва, 2011, сс. 324-335. [Preobrazhenskaya A. Frantsiya: preddverie presidentskoi izbiratelnoi kampanii [France: Threshold of the Presidential Elections Campaign]. *God planety. 2011* [The Year of the Planet. 2011]. Moscow, 2011, pp. 324-335.]

Conference proceedings description

Тамкович А.М. Миграция между Россией и Европейским союзом. *Мировое развитие, Вып. 8. Материалы Всероссийской научной конференции молодых специалистов “Россия в системах международных связей: экономика, политика, безопасность”*. Москва, ИМЭМО РАН, 2012, сс. 65-72. [Tamkovich A.M. Migratsiya mezhdu Rossiey i Evropeyskim soyuzom [Migration between Russia and the European Union]. *Mirovoye razvitiye, vyp. 8. Materialy Vserossiiskoy konferentsii molodyh spetsialistov “Rossiya v sistemakh mezhdunarodnykh svyazei: ekonomika, politika, bezopasnost”* [World Development, Iss.8. International All-Russia Young Specialists Conference “Russia in International Communications Systems: Economics, Politics, Safety”]. Moscow, IMEMO RAN, 2012, pp. 65-72.]

Edition in English, French, German and other languages (Roman letters):

Joskow P. *Competitive Electricity Markets and Investment in New Generating Capacity*. Boston, Massachusetts Institute of Technology, 2006. 74 p. (или MIT Publ.)

Winch G.M., Onishi M., Schmid S., eds. *Taking Stock of PPP and PFI around the World*. London, ACCA, February 2012. 125 p.

**For monography – indicate the overall number of pages (235 p.),
for article – the page number range where the article is disposed (pp. 220-222).
If the publication has DOI, it must be indicated (!)**

Translated book description

In the translated Russian edition, the last names should be given in the original variant, not transliterated (!).

Timoshenko S.P., **Young D.H., Weaver W.** *Vibration Problems in Engineering*. 4th ed. New York, Wiley, 1974. 521 p. (Russ. ed.: Timoshenko S.P., **Young D.H., Weaver W.** *Kolebaniia v inzhenernom dele*. Moscow, Mashinostroenie Publ., 1985. 472 p.)

Internet resource description

Кондратьев В.Б. *Глобальная фармацевтическая промышленность*. [Kondrat'ev V.B. *Global'naya farmatsevticheskaya promyshlennost'* [The Global Pharmaceutical Industry]]. Available at:
http://perspektivy.info/rus/ekob/globalnaja_farmacevticheskaja_promyshlennost_2011-07-18.html (accessed 23.06.2013).

APA Style (2011). Available at: <http://www.apastyle.org/apa-style-help.aspx> (accessed 5 February 2011).

!!! Anonymous reference (a source without an authorship indicated) should be merely translated into English (no need to transliterate), but it is necessary to indicate: (In Russ.)

Иван Бегтин, создатель проектов в области публичного открытого государства. [Ivan Begtin, the Project Creator in the Field of Public Open State (In Russ.)]. Available at: <http://lenta.ru/conf/begtin> (accessed 31.01.2014).

Dissertation, thesis description

Ганин А.В. *Кадры Генерального штаба в период Гражданской войны в России.* Дисс. докт. ист. наук. Москва, 2013. 260 с. [Ganin A.V. *Kadry Generalnogo shtaba v period Grazhdanskoj vojny v Rossii.* Diss. dokt. ist. nauk. [General Staff Personnel in the Period During the Civil War in Russia. Dr. Diss. (Hist.)]. Moscow, 2013. 260 p.]

Unpublished document description

Latypov A.R., Khasanov M.M., Baikov V.A. Geology and Production (NGT GiD). The Certificate on Official Registration of the Computer Program. No. 2004611198, 2004. (In Russian, unpublished.)

General comments about the text

In the text part of the article words in a foreign language should be typed in *italics*.

A period should not be put after: the main head, the article title, headlines and subheadlines, table, illustrations and dimensions titles (“с” – second, “г” - gramme, “м” – metre).

A period should be put after: foot-notes (also in tables), notes appended to a table, figure captions, shortcuts (“мес.” – month, “г.” – year, “млн.” – million, “долл.” – dollar, “ф. ст.” – pounds sterling, “тыс.” – thousand).

XX в., 1985–1990 гг., but: 1990-е годы (not 1990-е гг.)
куб. м (not м³)

Dash is entered by keyboard combination Ctrl and "grey minus", or by autocorrect.

Dash with interspaces is used to specify the text dash: ...symbol d – the length of the line segment – is used to...

Dash without interspaces specifies system, boundary, dependence, etc.; also connects several last-names, geographical names, definitions: Clapeyron–Clausius equation, the system plumbum–stannic–tellurium, the Altai–Sayans area; January–February 1992.

Hyphen without interspaces: professor M.M. Gusev-Lebedev, apparatus DRON-3.

Hyphen with interspaces: is never used.

Some details:

1. Begin with a capital letter: Первая и Вторая мировые войны (First and Second World War), Третий мир (Third World).
2. Firm, organization etc. names should be given in source language.

3. Except for ООН (UNO), in all organization names only first word should begin with a capital letter: Европейский союз (European Union), Андское сообщество (Andean Community), etc.
4. “то есть” (that is to), “так как” (as long as) should be written in full.
5. 2–3-е место (not 2–3 место), 20%-ный (not 20 процентный).
6. Decimal fractions (0.1; 0.9; 2.3) should be written with a period.
7. In recitation 10%, 20%, 30% the percent should be specified in the first and the last cases, or in brackets ahead of the numerical row – (%): 10; 20; 30.
8. After words “так называемые” (so called) there should be no quotation marks.
9. For the reference to a table or illustration, chapter or paragraph in the text should be written: (гл. 1); (табл. 1); (рис. 1); (п. 1).

Review formatting specifics

Review volume: 20000–25000 signs. The *Abstract* and *References* are not needed (necessary foot-notes may be given per page without transliteration). Keywords in Russian are placed before the body of the review text.

The English unit is situated at the end of the review and must contain the following information: title of the review; title, author(s) and imprint of the book reviewed; the review author’s affiliation(s); keywords.

Sample:

ON THE BENDS OF CIVILIZATIONS

[Review of the book: Gadzhiev K.S. “Comparative Analysis of National Identities of US and Russia”, Moscow, Logos, 2013. 408 p. (In Russ.)]

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Keywords:

About author:

Ivan I. IVANOV, Candidate of History, Senior Researcher.

Reviews are formatted according to the simplified pattern: without abstracts and keywords, but with information about the author and descriptive data of the book reviewed.