FORMATTING STYLE

General parameters

Acceptable document types: .doc, .docx.
Manuscript length: up to 40000 characters with spaces, or between 3000 and 12000 words.
Page layout: 2.5 cm margins all around.
Font: Arial; font size:
12 for author’s name and title,
10.5 for abstract and keywords,
11.5 for the main text,
10 for endnotes and bibliography.
First-line indent = 1 cm.
Line spacing: 1.05 for the main text, single-spaced – for other sections.
Quotation marks: «» for Cyrillic texts, “ ” for Latin scripts.
Hyphens and dashes: hyphens (-) to be used for compounds, en dashes (–) to be used in all other cases.
Abbreviations and acronyms should be defined at first mention of the full name/term, e.g., “International Atomic Energy Agency (IAEA)”. Only the most commonly used abbreviations, such as “USA”, “UN”, “NATO” do not need to be decoded.
If initials precede a surname, they should not be separated with a space, e.g. “L.Brahimi”, “S.I.Ivanov”.

Information about the article

This section should contain the following information:
• The author’s name and surname;
• The author’s affiliation, including full postal address, position, academic degree, and contact e-mail address;
• Manuscript title;
• Abstract (appr. 200 words);
• Keywords (appr. 10).

Main part

The main part should be divided into sections (preferably titled), numbered with Roman numerals (I, II, III...). Section titles should be separated from preceding and following text by 1 blank line and be written with bold lowercase letters.

Figures and tables

Figures and tables should be titled and numbered in order of appearance (e.g. “Figure 1”, “Table 1”).
Please use Arial 10 font for contents of a table, graph’s legend etc.
Please provide data sources for tables and graphs below a table/graph (“Sources: …”).
Please use Arial 10 font.
Graphs and charts based on Excel spreadsheet data should be copied and pasted into a manuscript’s text in the original format, without converting them into images. Please also attach original Excel source files. For graphs and charts, please use black, white, and grey colors only.
The author must have necessary permissions for using third-party graphs and other images in a manuscript. Authorship of third-party images must be acknowledged in a note below an image.

References and Bibliography

Endnotes

Please use Endnotes as references in submitted manuscripts, numbered in order of appearance in the text.

Examples:

1) Books:


2) Articles in journals in Russian:


3) Articles in journals in English:


In endnotes and bibliographic entries, please use “№” for journal article entries in Russian and “No.” for journal article entries in English (and for transliterated Russian sources).

If a DOI indicator is available for a bibliographical entry in any language, it should be placed at the end of endnote/bibliographical reference:


4) Articles in magazines and newspapers:

5) **Online articles:**


6) For a reference to the same source in the next endnote, use: “Ibid.” or “Ibid. P. 41.”

7) For a reference to the same sources later in the text, provide the author's name or source title (for sources with no author) and add “Op. cit.”.

**Bibliography**

The style applicable for bibliographical entries is generally identical to the endnote style. There are only 2 exceptions:

1) For articles in research (academic) journals, please provide the full range of an article’s pages instead of cited pages. For example:


2) To comply with standards of most international indexes, for all bibliographical entries with non-Latin scripts please (a) provide the transliterated version first and (b) add the version in the original script next (especially for Cyrillic scripts). For example:


For transliteration of Russian words into the Latin script “ts” should be used for «ц», “zh” for «ж», “shch” for «щ», and “kh” for «х».

For transliteration of bibliographical entries in Russian, please use “P.” (page) as an abbreviation instead of “S.” («страница») and “Issue” instead of “Vyp.” (“выпуск”).