Manuscript Requirements

1. Recommended volume:
– for academic papers – no more than 1,0 signature (up to 40 000 typographical units including spaces);
– for academic reports, conferences' briefs, reviews – no more than 0,5 signature (up to 20 000 typographical units including spaces).

2. Materials style and layout:
– Microsoft Office Word processing tool (*.doc or *.docx);
– Times New Roman font
– basic text at 16 pt. with single line spacing
– references (footnotes, booklist and annotation) at 14 pt.
– page margins go as following:
• top/bottom – 25 mm.,
• left/right – 27,5 mm.,
• first line indent – 12,5 mm.,
• page numbers starting from the first page, centre-justified, at the foot of the page, 14 pt.,
• automatic hyphenation
It is recommended to use the following symbols inside the text: quotation marks «...» for direct citations, quotation marks "..." to mark text inside citations («... "..."...»), dash (–).

3. Submitted material should contain:
– author's affiliation;
– abstracts of the paper in Russian and English languages, revealing the main contents (about 2 passages in 8-10 lines);
– key words in Russian and English languages (no more than 10 words in each language)
– reference list.

4. Text arrangement:
Submitting your material send us 2 separate files.
The first Word file should be titled (e.g.: Ivanov I.I.paper.doc) and contain the following information:
– the author's full name, employer (right side justified);

– the title of the paper (under the last name, centre-justified);
– the text of your paper or other material;
– footnotes, booklist (reference) – after the text;
– annotation (at the foot of each page).
The second Word file should be titled (e.g. Ivanov I.I.app.doc) and should contain the following information:
– an abstract (first passage in Russian, next passage in English; the contents in Russian and English can differ);
– key words in Russian and English languages (no more than 10 words in each language);
– author's affiliation (full name, academic degree, position and employer, e-mail address).

5. Text body arrangement:
– author's names are typed in semi-fold font, the title of the paper
– in semi-bold capital letters;
– paragraphs' headings are typed in semi-bold font, non-foliated;
– sub-paragraphs' headings are typed in semi-bold italics;
– any emphasis in the text are made only in non-bold italics (words underlining as well as words in semi-bold capital letters, etc. are not allowed);
– paragraph enumeration set should be written in the usual way (1,2, 3 and so on; a), b), c) and so on, every paragraph starting with a new indent;
– paragraph Bullet List is allowed only in dashes;
– endnotes are given at 14 pt. after the paper text;
– booklist should be given in alphabetic order at 14 pt. after the paper text (cf. the booklist arrangement pattern);
– all the bibliography in foreign languages is given at the end of the booklist in alphabetic order according to the language rules;
– other reference list (such as web-sites) is given directly after the booklist at 14 pt. in consecutive numbering;
– author's affiliation should be at 14 pt.

6. References and footnotes arrangement:
Footnotes numbers and annotations are given after a particular paragraph (at the end of the sentence, before a full stop). References and footnotes should be arranged according to ГОСТ Р 7.0.5–2008