

GUIDELINES FOR AUTHORS

General requirements for submission formatting

The language of the article: **English**.

The article should be prepared and submitted of the journal in word processing program Microsoft Office Word 2003, in ".doc" format, with tables and figures included in the body of the text.

The article should not have more than 5 authors (co-authors) including their affiliations (only the title of the organization, as far as legal entity concerns, do not mention the department, laboratory, or any other structural subdivision).

The submission template must be used in a mandatory manner. This journal register in the submission metadata the ORCID ID from authors.

We adopted the system of continuous flow of publishing with closing of the editions in the months of **May, September** and **January**.

Contribution to definition of authorship

The recognition of authorship is based on a substantial contribution, related to the following aspects:

(i) designing and delineating the study, analysis and interpretation of the data; (ii) writing or critical review relevant to the intellectual content of the manuscript; (iii) final approval of the version to be published; and (iv) responsibility for all aspects of the work, including ensuring its accuracy and integrity. All those designated as authors must meet the four criteria for authorship, and all those who meet the four criteria should be identified as authors.

At the submission checklist, is required that everyone's participation in the preparation of the manuscript and publicly assume responsibility for its content. At the end of the text of the manuscript, a paragraph should be included with the information on the contribution of each author to its elaboration.

The list of authors includes only those persons who have really taken part in the research and agreed to bear full responsibility for its content. Research funding or taking part in paying the article processing charge is not a prerequisite for being included in the list of co-authors. While forming the list of the authors, a special attention should be paid to the COPE (Committee on Publication Ethics) principles.

Authors should disclose the use of AI Tools for manuscript preparation in a separate AI declaration statement in their manuscript upon submission and a statement will appear in the published work.

Contributor Roles Taxonomy (CRediT)

Conceptualization	Ideas; formulation or evolution of overarching research goals and aims.
Data curation	Management activities to annotate (produce metadata), scrub data and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later re-use.
Formal analysis	Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data.
Funding acquisition	Acquisition of the financial support for the project leading to this publication.
Investigation	Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection.
Methodology	Development or design of methodology; creation of models.

Project administration	Management and coordination responsibility for the research activity planning and execution.
Resources	Provision of study materials, reagents, materials, patients, laboratory samples, animals, instrumentation, computing resources, or other analysis tools.
Software	Programming, software development; designing computer programs; implementation of the computer code and supporting algorithms; testing of existing code components.
Supervision	Oversight and leadership responsibility for the research activity planning and execution, including mentorship external to the core team.
Validation	Verification, whether as a part of the activity or separate, of the overall replication/reproducibility of results/experiments and other research outputs.
Visualization	Preparation, creation and/or presentation of the published work, specifically visualization/data presentation.
Writing - original draft	Preparation, creation and/or presentation of the published work, specifically writing the initial draft (including substantive translation).
Writing - review & editing	Preparation, creation and/or presentation of the published work by those from the original research group, specifically critical review, commentary or revision – including pre- or post-publication stages.

TITLE

The title of the manuscript should fully reflect the topic of the research and its content. It must be short and concrete (not more than 15 words). Besides it should catch the reader's interest and it should be written using the scientific style. It is appropriate to point the object of research or concretize it using the colon or the brackets. It is not recommended to use contractions, but if used, then only for the commonly known ones.

Please define the **type of the manuscript** of five possible variants and adhere to both the general guidelines and the recommendations, which are specific for the type of the chosen manuscript.

The following types of manuscripts can be submitted to the journal:

- **research paper**, which is a final report on the finished original experimental study (the structure is Abstract, Introduction, Literature review, Method, Results, Discussion, Conclusion);
- **theoretical paper**, which is devoted to theoretical study of the problem, which complies with the journal's scope (the structure is Abstract, Introduction, Theoretical Basis, Results, Discussion, Conclusion);
- **conceptual paper**. The significance of a conceptual paper is its ability to develop logical and complete arguments rather than to test them empirically. The focus is on integration and proposing new relationships among constructs. Beyond summarizing recent research, manuscripts should provide an integration of literatures, offer an integrated framework, provide value added, and highlight directions for future inquiry. A conceptual paper doesn't present original data...but it must present an original concept. Papers are not expected to offer empirical data;
- **case report**. A case study, case report, or other description and discussion of a case based on original observations;
- **review paper**, which is a study of concrete scientific problem, which complies with the journal's scope and is conducted based on the materials of the scientific publications (the structure is Abstract, Introduction, Literature review, generalization of the main statements, Discussion, Conclusion). Review articles identify specific gaps or problems and provide recommendations for future research.

Other sections and subsections are accepted, such as the Bibliographic Review, however, the above sections are mandatory. The availability of a template for submission aims to standardize the submission format text of the journal, reducing the publishing period, and making possible the scheduled periodicity. The list of references should be presented at the end of the text, in a specific section.

Do not use footnotes!

Throughout the text, the international system of units (IS) should be used to indicate measures.

Section headings should be set in bold.

Abstract

Abstract should be not less than 250 words and must fully reflect the paper's content, should resemble a conclusion, outlining the goals, methodology and results of the research.

It is advisable to use Passive Voice or sentences such as "The paper deals with..." or "The study analyzes..." This should be done according to the following algorithm: first two or three sentences indicate the relevance of the topic; the aim and object of the study; the methodology (methods) of the study (for theoretical studies – its theoretical basis) are described; the results obtained are characterized, conclusions are drawn from them and the practical value (if any) is indicated. The main body of the abstract should demonstrate the result. Every statement must follow logically from the previous one. In the abstract for a research paper, it is recommended to use the numerical results. The abstract of the review article should indicate the issues under study, and as a result, present the author's summary of the analysis.

The text should be concise and original. It is not appropriate to use the sentences in the Abstract from the text of the paper. At the same time, the material which is absent in the paper cannot be presented in the Abstract. It is advisable not to refer to any sources in the abstract, tables and figures cannot be also used.

Non-standard or unusual abbreviations should be avoided, but if important, they should be identified when first mentioned in the abstract.

METADATA

- the author's name, surname (it is obligatory to give the author's name and surname in English according to passport data or any other IDs);
- the author's information (place of work or study, city);
- the title of the article;
- the abstract;
- key words (should not duplicate words from the title of the article);
- [JEL Classification](#);
- Institutional e-mail;
- [Identifier ORCID](#);
- references.

REQUIREMENTS FOR THE TEXT FORMATTING

Requirements for the structure of the article (elements with text highlighting):

- general problem statement and its connection with main scientific and practical tasks (Introduction);
- analysis of recent researches and publications, which contain background for solution of the given problem and which the author relies on (Analysis of recent researches and publications);

- highlighting of previously unsettled problem constituent that is a part of the main problem, which the article is dedicated to (Previously unsettled problem constituent);
- formulation of the purpose of the article (Main purpose of the article);
- presentation of the main research material with full argumentation of received scientific results (Results and discussions);
- conclusions of the given research and perspectives for further researches in the given direction (Conclusions and further researches directions);
- References;

Requirements for the article formatting:

- the length of the article is from 10 to 15 pages (8000 words including spaces, but excluding an abstract and references);
- page format – A4 format (210 x 297 mm) page;
- page guidelines: top – 25 mm, bottom – 25 mm, left and right – 20 mm.
- Alignment Justify, Line Spacing Single, Paragraph Before 0 pt, After 0 pt, Indentation Right/Left 0 pt., First Line 5 mm.
- Do not use the numbering of pages.
- the article font guidelines: font size – 11-point, font type - Times New Roman, 1,5 line spacing.

Requirements for formatting of the article structural elements:

- JEL Classification (without paragraph indent, semi-bold, centered-alignment): font size – 10-point, font type – Times New Roman;
- the author's name and surname (one line space, without paragraph indent, semi-bold, centered-alignment): font size – 12-point, font type – Times New Roman;
- job of author (without paragraph indent, in italics, centered-alignment): font size – 10-point, font type – Times New Roman, line spacing – 1,5;
- Institutional e-mail (without paragraph indent, in italics, centered-alignment): font size – 10-point, font type – Times New Roman;
- the title of the article (one line space, capital letters, without paragraph indent, semi-bold, centered-alignment): font size – 14-point, font type – TNR, line spacing - 1;
- the abstract and key words (one line space, in italics, justified-alignment): font size – 10-point, font type – Times New Roman, line spacing - 1, paragraph indent – 1 cm;
- the text of the article (one line space, justified-alignment): font size – 11-point, font type – Times New Roman, line spacing – 1,5;
- references: font size – 10-point, font type – Times New Roman, line spacing - 1; Paragraph spacing: before 5pt, after 5 pt;
- identifier ORCID – end of paper (in about the authors), without paragraph indent, left-alignment: font size – 10-point, font type – Times New Roman;
- Author Photo – end of paper (JPG/JPEG format with resolution not less than 300 dpi)

Requirements for formatting the references (References):

- REFERENCES are formatting according to international bibliographical standard APA-7 style in accordance with the specimen and requirements set on the website of the Journal.
- References should include the sources, covering important previous works realised in the given area of interest on an international scale. References covered by major citation databases are preferred (Scopus, Web of Science).
- The reference be listed alphabetically and names of all authors should be given. Do NOT use "et al." in the list of references!
- The titles of Cyrillic periodicals (journals, collections and others) are given by transliteration, and they are given in parenthesis in English;

- with obligatory citations in the text of the article, which are given in brackets in the text (alphabetically) and they appear in an order of citation or reference;
- references for the personal author's works or articles (self-citation) should not exceed more than 10% from the general number of sources.

Requirements for drawing tables, pictures and formulas:

- tables should have a serial number and a title in the middle (Table 1. Title): font size - 10, interline spacing - 1, font type - Times New Roman;
- text in table: font size - 9, font type - Time New Roman; interline spacing - 1;
- pictures/ drawings must have a serial number and a name in the middle (Figure 1. Title): font size - 10, interline interval - 1, font type - Times New Roman;
- drawings are made in graphic editors, compatible with Word in the format JPG with a resolution of not less than 300 dpi;
- mathematical formulas are provided using the built-in Microsoft Equation formula editor;
- Equations and formulas are arranged in the center of the line, the number of the formula (in round brackets, on the right-hand side of the page, separated by blank lines): font size - 10, interline spacing - 1, font type - Times New Roman.

Final provisions

At the end of the manuscript each author must specify his/her short biography and research interests (maximum 100 words) should be provided (Times New Roman, 10 pt).

For each of the authors ORCID personal number needed, author photo (JPG/JPEG format with resolution not less than 300 dpi).

Fees and charges

If there is no external funding, then the APC is 1150 Euros. This publication fee has to be paid after submitted paper is reviewed and accepted for publishing. There are no article submission charges or article reviewing charges. Conventional paper length does not exceed 8000 words. In case a paper is longer than 8000 words, an additional lump sum of 150 Euros is charged. Editorial team don't receive any fee.