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General Guidelines for Manuscript Preparation

Submission of a manuscript implies that it has not been published previously in any format (internet website, journal, newsletter, etc.), that it is not under consideration for publication elsewhere, and that if accepted it will not be published elsewhere in the same form, in English or in any other language.

Requirements for the technical design of the Manuscripts:

File – Microsoft Word (*.doc).

Format of page – A4.

Margins – 20 mm all around.

Font – Times New Roman.

Size – 14.

Interline interval – one and a half-spaced (1,5).

Indentation – 10 mm.

Text alignment in width, without hyphenation, no footers, without page numbering.

Volume – from 12 to 20 pages.

Symbols: type paws "...", hyphen (-), dash (–), apostrophe (').

Figures, tables – “mounted” in the main text of the manuscript and added in addition as separate files in one of the following formats: JPG, Microsoft Word.

Language – English.

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Manuscript sections

The order of submission must be (1) General information, (2) Abstract, (3) Text, (4) Acknowledgments, (5) Funding source, (6) References, (7) Information about the author/authors.

Structural elements	Content of structural elements
(1) General information	(1.1) Correct and complete UDC (you can order in Book Chamber or in KRPOCH Publishing); (1.2) DOI (is ordered by KRPOCH Publishing in PILA, USA, prefix 10.26697); (1.3) Manuscript title (it should disclose the essence of the problem, clearly correspond to the content of the manuscript, without abbreviations); (1.4) Full names (first name, middle-name), and last names of all authors, name of the organization/university without abbreviations, country; the maximum number of authors in the manuscript is 3 persons; (1.5) Specify the contribution of each Author to prepare the manuscript: ABCDEFG
(2) Abstract	(2.1) All manuscripts must have a structured abstract with 200-250 words in the language of manuscript, without abbreviations. Required headings are: - Background (includes the aim of the study). - Material and Methods . - Results . - Conclusions . (2.2) Keywords: 5-7 words, without abbreviations.

(3) Text	<p>The main text of the manuscript contains the following compulsory sections:</p> <p>(3.1) Introduction. Authors should briefly introduce the problem, particularly emphasizing the level of knowledge about the problem at the beginning of the investigation. It must be taken into account that one of the indicators of the level of knowledge about the problem is the ratio of the cited sources of domestic authors to references to articles from English-language journals. Another indicator of the level of knowledge about the problem is the link to previous research on the topic of the article.</p> <p>(3.2) <i>The aim of the study</i></p> <p>(3.3) Material and methods This section should be brief, may consist of three subsections: Participants, Organization of the Research, Statistical analysis. Do not burden the reader with too much detail. This section tells what equipment and tools you used to run your experiment and to acquire data. You can choose to add other subsections if they can be justified.</p> <p>(3.4) Results. This section should concisely and reasonably summarize the findings. The results should be presented in a logical sequence in the text, tables and illustrations related to the statements in the text by means of reference remarks. Do not repeat in the text all the data from the tables or graphs. Emphasize only important observations.</p> <p>(3.5) Discussion This section should include interpretation of study findings, and results considered in the context of results in other studies reported in the literature. Do not repeat in detail data or other material from the Introduction or the Results section. Include in the section the implications of the findings and their limitations, including implications for future research. The discussion should confront the results of other investigations especially those quoted in the text.</p> <p>(3.6) Conclusions This section should be linked with the aims of the study, should not repeat the Results section. Unqualified statements and conclusions not completely supported by the obtained data should be avoid.</p>
(4) Acknowledgments	If <u>necessary</u> list all contributors who do not meet the criteria for authorship, such as technical assistants, writing assistants or head of department who provided only general support. Describe their role.
(5) Funding source	If <u>necessary</u> financial and other material support should be disclosed and acknowledged.
(6) References	<p>The References is presented according to APA Style, 2010.</p> <p>You can order the correct spelling of the References in KRPOCH Publishing.</p> <p>The minimum number of references is 20 sources.</p> <p>References should contain articles from English-language journals in recent years not less than 25%.</p> <p>The self-citation does not exceed 10-15% of references list. References are not saturated with monographs and theses of conferences (less than 30%).</p> <p>References cited in the text to other authors' publications in this Journal, as well as the citation to articles in Scopus and WoS journals, are welcome. The citation of 3 members of the Editorial Board (Editor-in-Chief and 2 editors) is taken into account.</p>
(7) Information about the author/authors	Last name, and full name (first name, middle-name) – ORCID; Email; scientific degree, academic title, position, name of the organization/university without abbreviations; city, country (information is provided by each of the authors).

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Supplemental materials

1. Author Agreement Form.
2. Conflict of Interest Declaration.

Requirements for Figures:

- in front of the figure in the text there is necessarily a link that should look like: Figure 1 or (see Figure 1);
- figures should be submitted in .jpg format only, colored figures should be added in the form of separate black and white contrast files;
- caption sizes in the figures should be Times New Roman 14;
- inscriptions on the figures should NOT be greasy or inclined;
- inscriptions on all figures must be executed in the same style
- figure title has the form:

Figure 1. Figure title.

Requirements for Tables:

- in front of the table in the text there is necessarily a link that should look like: Table 1 or (see Table 1);
- text size and digits size in the table should be Times New Roman 14;
- all tables should be positioned vertically (book orientation);
- column headings and all units should clearly be included in each table;
- abbreviations should be fully explained in the table or notes after the table (**Note**) without reference to the text;
- table title has the form:

Table 1. Table title.

Requirements for references in the text:

- citations and in-text references are provided in accordance with APA Style (2010) using brackets, for example: Melnyk, (2017); Melnyk and Pypenko (2018); (Melnyk & Pypenko, 2019); when direct citation of the primary source, the source page in brackets is indicated, for example: (Melnyk, 2017, p. 97).
- references must contain all scientific sources, the names of authors of which are mentioned in the text of the article; hyperlinks are not allowed.