

AUTHOR GUIDELINES

Layout: Articles must be written following the guidelines in the 7th edition of the Publication Manual of the American Psychological Association. Articles must be in Microsoft Word format (21 cm x 29.7 cm), using 12-point Times New Roman font, with 2.5 cm margins, paragraphs left-aligned, pages numbered in the upper right, and double-spaced (except for tables and figures which may use single spacing).

First Page: It contains the title of the paper, the author's name, email address, organization and country, the abstract, keywords, and the introduction part of your article.

1. Title

The title should be in Times New Roman size 12pt (capital letters), bold and centered. After leaving one clear line space, the names, surnames, and emails of the authors be indicated from the right, in simple font size 12pt. After further omitting a line, the name, address (city), and country of the author's organization must be written in simple font size 11pt.

Template:

XXXXXX XXXXXX XXXXXX

Author 1, email address,
organization name, city, country

Author 2, email address,
organization name, city, country

2. Abstract

The abstract must be no longer than 200 words, written in simple font size 10pt, and must cover the essential elements of the article such as the research topic, the methods used, and the main results and conclusions. It must be accurate, concise, and encompass the key points of the study.

3. Keywords

After the abstract, the author should provide a list of up to 6 keywords, separated by commas, that indicate the most important topics, methods and/or frameworks used in the article. Keywords must be written in a simple font size of 10pt.

Content: The main body of the article should be written in font size of 12pt following APA Guidelines.

1. Headings

Headings should be numbered with Arabic numerals, bold, left-aligned, and set in 12pt font size. There should be one complete line space between the sections and between the title and the main text. Paragraphs within the section should be indented 5-character spaces.

2. Subheadings

The subheadings (if any) should be bold, left-aligned, set in 12pt font size, and numbered with Arabic numerals (first indicating the section to which it belongs, then the sequence number) (for example: 2.1 or 2.1.1).

3. Equations

All equations must be clearly set and numbered consecutively from the beginning of the paper. They should be numbered simply (1), (2), (3), etc.

4. Tables and Figures

Tables and figures should be numbered with Arabic numerals consecutively from the beginning of the paper. Numbers are assigned based on the order in which tables/figures appear in the text and are bolded and left-aligned. All tables/figures must have a title, which should be written in 12-point Times New Roman, left-aligned over the table/figure, in italicized title case below the table/figure number, with a blank line between the number and the title.

All the tables and figures must be referred to in the text. The tables and figures should be inserted in the first appropriate place after being referred to. PNG and JPEG formats are considered suitable for figures.

References: The APA style should be used for in-text citations and the reference list.

1. In-text Citations

In-text citations must be given in parentheses, indicating the author and the year of the publication.

Examples:

- A work by one author – (Nielsen, 2017)
- A work by two authors – (Sadigzade & Nasibov, 2022)
- A work by three or more authors – (Huseynova et al., 2019)
- Two or more works by the same author in the same year – (Berndt 1981a; Berndt 1981b)
- Organization as an author – (Food and Drug Administration [FDA], 2019)
- For quotations – (Yanniaz, 2018, p. 12)

2. Reference List

Each source cited in the article must appear in the reference list. All lines after the first line of each entry in your reference list should be indented one-half inch or 1.27 cm from the left margin. The references should be arranged in alphabetical order and comply with the APA 7th edition guidelines.

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