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## GUIDELINES FOR AUTHORS

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The articles should be sent as an attachment by e-mail to the editorial office: **rusistikabg@gmail.com**. In a separate text document a reference about the author should be sent with the following information: *name, surname, academic degree, academic title, place of work, position, city, country, home address, contact phone number, email address*.

The papers submitted for publication should be **original, previously unpublished work** not currently under review by other publications. The papers can be presented in **Russian, Bulgarian, Ukrainian and English**.

**The journal is published four times per year: March 30, June 30, September 30 and December 30. The papers are accepted until the 15th of March, June, September and December.**

### GENERAL REQUIREMENTS

*Format:* Microsoft Word.

*Page size:* A4.

*Font:* Times New Roman, 12 pt.

*Line spacing:* single.

*Margins:* top and bottom – 2.5 cm, left and right – 2.5 cm.

*Paragraph indentation:* 1 cm.

*Without numbering, text alignment:* justified.

### FORMATTING REQUIREMENTS FOR THE PAPERS

- If the article is written in **Russian**, then in **Russian** should be stated the *author's surname, name, academic degree, academic title; full name of the organization; country, city; e-mail address, the title of the article, abstract, keywords*, after the same information should be stated in **English** (*academic title, academic degree*). The Universal Decimal Classification (UDC) of the article should be also included.
- If the article is written in **Bulgarian**, then in **Bulgarian** should be stated the *author's surname, name, academic title, academic degree; full name of the organization; country, city; e-mail address, the title of the article, abstract, keywords*, after the same information should be stated in **English** (*academic title, academic degree*). The Universal Decimal Classification (UDC) of the article should be also included.
- If the article is published in **Ukrainian**, then in **Ukrainian** should be stated the *author's surname, name, academic title, academic degree; full name of the organization; country, city; e-mail address, the title of the article, abstract, keywords*, after the same information should be stated in **English** (*academic title, academic degree*). The Universal Decimal Classification (UDC) of the article should be also included.
- If the article is written in **English**, then in **English** should be stated the *author's surname, name, academic title, academic degree; full name of the organization; country, city; e-mail address, the title of the article, abstract, keywords*, after the same information should be stated in **Russian** (*academic degree, academic title*). The Universal Decimal Classification (UDC) of the article should be also included.
- When writing the **abstract**, you must adhere to the established limit of 850 characters without spaces, at least 10 lines. The abstract should include relevance, problem statement, subject and methodology, results and conclusion.

For example:

**PLEASE PLACE THE AUTHOR'S DATA IN ONE COLUMN AS SHOWN BELOW:**

УДК 81 (12 pt.)

Ivanov Viktor Borisovich (11pt.)  
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V.B. Ivanov (12 pt.)  
**PSYCHOLOGISM OF LEO TOLSTOY'S PROSE**

**Abstract.** 11 pt., 850 (no spaces)

**Keywords:** 11 pt., up to 10 words

В.Б. Иванов (12 pt.)  
**ПСИХОЛОГИЗМ ПРОЗЫ ЛЬВА ТОЛСТОГО**

**Аннотация.** 11 pt., 850 (no spaces)

**Ключевые слова:** 11 pt., up to 10 words

**THE MAIN TEXT OF THE PAPER**

The text in **Russian/Bulgarian/Ukrainian/English:** 12 pt., up to 20,000 characters with spaces. The footnotes - page by page, at the bottom of the page, Arabic numbers, 10 pt. The bibliographic references should be enclosed in square brackets [current number from References, page], as in [2], [7, p. 84], **in alphabetical order**. Examples should be given in *Italic*. Angle quotes like «» are used. Graphics, pictures and photos are inserted in the text after the first mention of them. The name of the illustrations should be written below with the word «Figure.1» (10 pt.).

**The references** (11 pt.) are listed **in alphabetical order** after the text of the article in **original language**, then if there are sources in Cyrillic they should be transliterated into **Latin**, the references should be also translated into English in accordance with the requirements of GOST 7.1-2003 (ГОСТ 7.1-2003). The initials shouldn't be separated by spaces. In the references only cited works in the text should be included. For example:

Bibliography

1. Горшков Л.М. Русский язык и культура речи // Силь. – 2006. – № 4. – С. 65–70.
2. Иванова Н.П. Диалог в образовании. – М.: Экспресс, 2011. – 156 с.
3. Hyland K. Metadiscourse. – London: Continuum, 2005. – 230 p.

References in Roman script

1. Gorshkov L.M. Russkiy yazayk i kultura rechi // Stily. – 2006. – № 4. – S. 65–70.
2. Ivanova N.P. Dialog v obrazovanii. – M.: Ekspress, 2011. – 156 s.
3. Hyland K. Metadiscourse. – London: Continuum, 2005. – 230 p.

References

1. Gorshkov L.M. Russian language and speech culture // Style, 2006. – no 4. – pp.65–70. (In Russian).
2. Ivanova N.P. Dialogue in education. Moscow, Express Publ., 2011. – 156 p. (In Russian).
3. Hyland K. Metadiscourse. – London: Continuum, 2005. – 230 p.

The papers that do not meet all the criteria above shouldn't be accepted.