

PROVISION
on submitting, accepting and registration of the manuscripts
in the peer-reviewed scientific journal
Professional education in the modern world

1. General provision

1.1. This provision regulates the procedure of submitting, accepting and registration of manuscripts submitted for publication in the peer-reviewed scientific journal *Professional education in the modern world*.

Professional education in the modern world is an official scientific journal (see as Journal) founded by the Decree of Scientific Council of Novosibirsk State Agrarian University of January 31, 2011. This periodical peer-reviewed edition is distributed via subscription and has been published since 2011. The scientific journal is registered as a mass media on May 18, 2011 (Certificate PI No. FS 77–45 179) and has an international standard serial number ISSN 2224–1841 of August 22, 2011.

Journal contains full papers, which are original, unpublished primary research and reflect essential and important research results; original scientific proceedings and reviews of Russian and foreign scientists devoted to philosophical, pedagogical and psychological issues.

A submitting manuscript should contain research results in the fields listed.

1.2. Journal covers manuscripts according to classification of scientific degrees: 09.00.00 – Philosophical Sc., 13.00.00 – Pedagogical Sc. and 19.00.00 – Psychological Sc., listed in Table 1.

Table 1

No	Part	Science of researchers according to classification of scientific degrees
1	Philosophy	09.00.00 Philosophy of science and technology: 09.00.08 Social philosophy: 09.00.11 Social anthropology, philosophy of culture: 09.00.13
2	Pedagogy	13.00.00 General pedagogy, history of pedagogy and education: 13.00.01 Theory and methodology of teaching and upbringing (and levels of knowledge): 13.00.02 Theory and methodology of professional education: 13.00.08
3	Psychology	19.00.00 General Psychology, personality psychology, history of psychology: 19.00.01 Pedagogical Psychology: 19.00.07 Psychologists ontology and theory development: 19.00.13
4	Calls on papers, conferences, symposiums and congresses	09.00.00; 13.00.00; 19.00.00
5	Brief scientific messages, notes and letters	09.00.00; 13.00.00; 19.00.00

The parts of Journal are formed on the correspondent relevant topics.

2. Editorial policy of the Journal applies general ethical principles of national scientific periodicals. It covers ethical standards of editors and publishers provided at Code of Conduct and Best Practice Guidelines for Journal Editors) and Code of Conduct for Journal Publishers developed by Committee on Publication Ethics (COPE). Editorial Board of the Journal follows the international copyright protection, national legal regulations and international publishing standards.

3. Editorial policy

3.1. Author's responsibilities (see as Author) and requirements to a manuscript are as follows.

Author takes responsibility for the novelty, results acknowledgement and content of the paper. Authors have responsibilities as detailed below:

- A manuscript should contain the newest results not published in other editions;
- Author is committed to publishing high quality new work that makes a significant contribution within the scope of the journal. Editorial can reject a manuscript in case the novelty of the work falls below that required for the journal and the manuscript represents undue fragmentation of the research into multiple papers. Editorial has a right to withdraw a published manuscript in case of breaking the right or general ethical standards. Editorial should inform the author about paper withdrawal;

- Author should contribute significantly to consideration of the issues in the manuscript;

- Author should represent original research results only. Undue fragmentation should refer to the author and the source. Manuscripts should not contain scientific dishonesty and/or fraud comprising among others fictitious or manipulated data, plagiarized material (either from the previous work of the authors or that of other persons), reference omissions, false priority statements, «hidden» multiple publication of the same data and incorrect authorship. Authors must not breach any copyright as it is concerned to be non-ethical and inappropriate;

- Authors have a responsibility to give due acknowledgement to all workers contributing to the work. Those who have contributed significantly to the research should be listed as co-authors. On submission of the manuscript, the corresponding author attests to the fact that those named as co-authors have agreed to its submission for publication and accepts the responsibility for having properly included all (and only) co-authors. Persons contributed to the research results can take gratitude in the manuscript;

- All authors and organizations related to the research must take public responsibility for the content of their paper;

- if there are several authors, it is necessary to outline contact details of the author, who will receive mail and contact details of all the co-authors;

- Author should guarantee that accepted manuscript would not be published in any other editions (foreign languages) with no agreement of the Journal founder;

- Authors should declare all sources of funding for the work in the manuscript (grants, state programmes, projects, etc.), and also to declare any conflict of interest;

- Author, who found significant mistakes in submitted manuscript, should inform the editorial in order to escape mistakes and represent real information;

- Author should follow the rules of Editorial when submitting a manuscript to the Journal (no. 4 of Provision). The formatting rules and requirements are published at the webpage of the Journal <http://nsau.edu.ru/profed/avtoram/trebovaniya/> (see as Webpage);

- A manuscript is submitted as printed and electronic versions in English and Russian. Electronic version should be identical with the printed one.

3.2. Editorial rights.

Editorial does not make literary or any other types of correction of the submitted manuscript.

Editorial can not accept the manuscripts, which do not correspond to the rules.

Manuscripts and followed documents not accepted for publication are not forwarded back.

Editorial does not change the authors name and their order in accepted manuscripts.

Editor-in-Chief regulates and prevents any conflicts.

Authors, who submit manuscripts to the Journal, agree to the rules and regulations for publishing manuscripts at the official webpages of the Journal: <http://www.nsau.edu.ru/profed>, Research E-Library: http://elibrary.ru/title_about.asp?id=32632 and Siberian Department of RAS: <http://www.sibran.ru/journals/KZ/> and EBSCO Publishing and using private data in the public media.

4. Formatting rules for submitting manuscripts

Requirements for manuscripts and materials submitted to the Journal:

4.1. Materials submitted to the Journal are evaluated by the Editorial Board. They evaluate the relevance of the topic. Paper content should be checked for grammar, stylistic and other types of mistakes and should follow the academic language style.

4.2. Manuscripts and materials should be prepared in a rigorous manner for publishing.

The author should outline the title of the article and full names of the authors. The title should conform to the paper content and general topics of the Journal. The paper contains the organization the authors are affiliated with, city and country (e. g. Novosibirsk State Agrarian University, Novosibirsk, Russian Federation) and e-mail. If there are several authors, information on each author should be outlined at the end of the paper. The information should contain degree and rank of the author, position, e-mail etc.

A manuscript should have Universal Decimal classification number.

The paper should have:

a) an abstract, which should contain formulated tasks, methodology and methods for problem solution, research results and outlooks of the research. An abstract should be brief (not more than 200–250 words) and clear, with no paragraphs;

b) key words (3–8 words, preferably not covered in the title). Abstract and key words are printed as point size 12 in italics.

References should be listed in the order they are cited in the text and at the end of the paper according to National State Standard (GOST) R. 7.0.5–2008. References in the text are reviewed in square brackets after the corresponding text (e. g. [1, p.55]). Authors should not refer student books and study guides, conference reports and Doctorate theses. Authors can refer to published summary of theses and cite the papers devoted to the topic and published in scientific journals.

4.3. Authors should translate into English the title of the article, author's name, the organization the author is affiliated with, city, country and e-mail; an abstract (terms in English should be used in the origin); key words and references cited in the text. Authors should not transliterate the papers published in national journals but translate the titles of the papers. Second title of the journal is outlined by means of equal sign (=). After reference description authors should indicate the language the paper is written in (In Rus). Original title of the resource and transliteration of the books are indicated in italics. Authors transliterate and translate the references.

4.4. Manuscript should contain parts related in a cohesive way; all parts should have a bold-faced type heading: **introduction** (research objective and its relation to the latest papers); **goal setting** (problem definition and goal setting); **Materials and methods**; **results** (the main research material should be concerned with research results); **conclusions** (scientific novelty, theoretical application of the research and outlooks of further development).

Figures and graphics should be used as black-and-white Excel or Word format with no frames; authors should use hatching for diagrams; graphic axis should be in black colour. Editorial does not accept scanned figures and photos. Images and tables should follow the corresponding text of the manuscript. Graphics, images and tables should be listed in an order, represented clearly and concisely avoiding repetition and embellishment, described and signed briefly, clearly and at the same manner and do not contain chartjunk. Each image should be sent to the Editorial as a separate file.

References and bibliography should be listed in alphabet order with no numeration and they follow conclusions. The number of cited references and additional research sources shouldn't be less than 20, not less than 5 foreign authors.

Information on financial support of an organization (Ministry of Education and Science, Foundations, etc.) should be indicated in Acknowledgements at the bottom of the paper cover page.

For information about references' indication, please visit our website: <http://nsau.edu.ru/profed/avtoram/trebovaniya/>.

4.5. Information about the authors should be submitted at the end of the paper and translated into English: full name, degree and rank, affiliation (organization or institution, faculty, chair), position, postal address (post zip, telephone, mobile telephone, email).

4.6. Manuscripts are submitted in two copies. One copy should be submitted, and a copy in Word format should be sent via e-mail.

– Manuscripts should normally from 35 000 to 40 000 characters (about 20 pages and 4). Editor-in-Chief is able to extend the paper by agreement with the author.

– Spacing is 1,5.

– Font is Times New Roman.

– Font size is 14.

– Margins are 2,0 sm

– Quotations should be reviewed as French quotation marks (chevrons)

– References should be listed in square brackets at the end of the paper (examples are reviewed at the website of the Journal).

4.7. Full-time PhD-students publish papers free of charge. Editorial accepts the articles from PhD-students

co-authored by scientific supervisor or Doctor of Science only. PhD-students should provide Editorial with the reference from Postgraduate Department and certify the PhD-student status.

4.8. Manuscripts not suitable for the topics of the Journal and formatting rules (no abstract, list of references) are not accepted until complying with remarks. Manuscripts not accepted and their correction are not forwarded back to the author.

4.9. Editorial does not cover fees for papers, reports, brief communications and reviews.

5. Schedule of Journal publication and manuscripts submission

Journal is published quarterly (4 times a year).

Table 2

Schedule of manuscripts submission

Journal No.	Manuscripts submission	Publication
1	until December	February—March
2	until March	May—June
3	until June	August—September
4	until September	November—December

6. Procedure of registration of manuscripts

6.1. Editorial of the Journal registers manuscripts.

When a manuscript is submitted to the Journal, it is registered in case it follows the requirements of the Provision. Submitted manuscripts are registered in e-base of the Journal with outlined data (Author, date of submission, sending organization or scientific supervisor, suitability of the manuscript for the science classification).

Editorial informs authors about submission date and approximate date of Journal publication.

6.2. Submitted manuscript is checked for suitability for all the requirements and sent to expert evaluation for final recommendation.

6.3. When a manuscript is recommended for publication, it is forwarded to editing. All changes are agreed with the Author.

6.4. On editing and signing *in press* a manuscript is printed in the Journal.

6.5. Prepared draft is approved by the Editor-in-Chief.

7. On decision about publication of a manuscript, Author fills in the license agreement in 2 variants «License to use scientific manuscript in the journal *Professional education in the modern world*» (Attachment 1 at the webpage: <http://nsau.edu.ru/profed/avtoram/trebovaniya/>), which should be sent back to the postal address of Editorial: p/b 102, 149 Nikitina Str., 630 039 Novosibirsk.

8. Editorial of the journal keeps manuscripts and provides their availability.

9. Procedure of preparation of a manuscript for publication

9.1. Authors should correct all the remarks of non-compliance noted by the editorial. Authors should send amended version promptly. When editorial forwards a manuscript for refinement it does not mean the manuscript is accepted for publication. Editorial regards the date of final text of a manuscript (after refinement) as a date of manuscript submission.

9.2. Editor-in-Chief has a right to make not significant notes and remarks.

9.3. Editorial forwards the final version of the manuscript to agree and determine the matters.

9.4. Editorial does not send back not accepted manuscripts to the authors.

10. All scientific papers (from journal no. 3, 2015) published in the Journal will have special unique indexes DOI (Digital Object Identifier). DOI indexes assume a sequence of symbols, which consists of 2 parts separated by slash (/). First part assumes publisher's identification prefix in CrossRef (10.15 372 for SD RAS Publ.) and the second part assumes identification suffix of the Journal publisher: 1 number – publication year, 2 number – Journal No., the last number – paper No. in the Journal.

10.1. Editor-in-Chief assigns a special unique identification suffix. Editor-in-Chief has a right to assign or not identification suffix on decision of Editorial Board.

10.2. DOI index is never changed.