

## AUTHOR GUIDELINES

### for submission of manuscripts to the scientific journal *Economic and Social Changes: Facts, Trends, Forecast*

(concise version; full version is available at <http://esc.vsc.ac.ru/info/rules>)

The journal publishes original theoretical and experimental articles that fall within the scope of the journal. The manuscript should be of no less than 16 pages (30,000 characters with spaces). The maximum length of the paper submitted to publication is 25 pages (approximately 50,000 characters with spaces). Book reviews, information on scientific conferences, scientific chronicles are also submitted to publication. The papers should contain research findings of completed and methodologically correct works.

#### Requirements to the package of materials submitted

1. The following materials are submitted to the editorial office in electronic form:
  2. The file containing the article in Microsoft Word format .docx. The name of the file is typed in the Roman characters and contains the author's last name (e.g.: Ivanova.docx). Full information about the author on a separate page: full name, academic degree and title, place of work and position, contact information (postal address, telephone, email), ORCID, Researcher ID.
  3. Scanned copy of the author's commitment not to publish the article in other publications.
  4. A color photo of the author in the .jpeg/.jpg format of no less than 1 MB.
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#### Text design requirements

1. **Margins.** Right – 1 cm, others – 2 cm.
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3. **Indent** – 1.25. Made automatically in MS Word.
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7. **Key words.** Each article should have key words (up to eight words or word combinations). Key words should reflect the content of the manuscript to the fullest extent. The number of words within a phrase should not exceed three.

8. **Tables.** The caption of the table and its number (if present) are given in normal font, without highlighting. The caption runs in bold and is center aligned. Tables are inserted; drawing tools and AutoShapes are not allowed; column and cell alignment using spaces or tabs is not allowed. MS WORD table editor is used for tables. Each piece of data of the stub and head of the table correspond to discrete cell. Only editor standard tools are applied for creating and formatting tables, no pilcrows, spaces and extra blank lines for semantic breakdown and line adjustment are allowed.

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MS EXCEL is to be used for creating charts, MS WORD, MS VISIO – for flow charts, MS Equation for formulas. Figures and charts, created in MS WORD are to be grouped within one single object.

Graphic materials that are scanned, exported, or taken from the Internet are not allowed in the article.

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