Author's Guide

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Guide for article submission

The journal accepts for publication manuscripts of original theoretical, analytical, empirical articles, reviews on current areas and various fields of psychological science and practice, as well as on interdisciplinary research in this field.

Any article published in this scientific periodical has a specific structure and includes the following information and sections, which should follow in the order specified below:

1. Information preceding the title (article type)

2. Article title

3. Authors' full names (initials, last name)

4. Affiliation (authors' current employment - organization, city, country)

5. Corresponding author's email

6. Abstract

7. Keywords

8. Funding

9. Acknowledgements

10. Main text of the article

11. References

12. Full information about the authors (full name, title, position, employment (department, laboratory, faculty, university (institute), email, ORCID identifier)

13. Description of each author's contribution to the study and the article (the section "Authors' Contribution")

14. Declaration of the absence or presence of a conflict of interest (the section "Conflict of Interest")

When preparing an article for publication, the editors supplement the text with other necessary information such as, citation recommendations, the article's DOI, copyright details, and Creative Commons licensing.

The requirements for each section of the article are described below.

1. Information preceding the article title

The article title is preceded by the article type definition.

Research article or Review
The scientific editor, having carefully read the article, assigns an index corresponding to the main section and subsection relevant to the article's topic. For an example, refer to the Style File (See Style File).

2. Article Title

The article title should reflect the main content of the article and include keywords related the article's main topic. It should avoid uncommon or proper abbreviations, nor should it be too short or too long, consisting of at least 6 words and no more than 10-12 words (excluding prepositions and conjunctions).

The article title is aligned to the left edge of the page and is highlighted in 14 bold font. Title case is used, meaning all the words are capitalized except for minor words of three letters or fewer.

There is no period at the end of the title. The title is placed before the abstract (See Style File).

Example:

Motivation in the Well-Being of School Children

3. Information about the authors

1. Full names of the authors
On the next line after the title, the initials and last names of the authors are given in full (first the initials, then the last name). If there is only one author, then no punctuation mark is placed after the full name. The full names of the authors are aligned to the left and highlighted in bold.

If there are several authors, they are listed on one line separated by commas. There is no period after the last full name (See the example in the Appendix).

2. Affiliation of the authors and its formatting
On the next line following the full name of the author, the affiliation is provided.
Affiliation refers to the information about the authors' employment or place of study. It should include:
— The full name of the organization without abbreviations.
— The city and country, listed after the organization name, separated by a comma, city first, followed by the country.
Affiliation is linked to the authors' full names with superscript numerical indexes (See Style file).

Note. The affiliation includes only the email address of the corresponding author without including ORCID identifiers. The email address of the author is marked by an envelope symbol ✉, which is included twice: once after the corresponding author's full name and once before the email address. The envelope symbol ✉ is placed after the superscript numerical index, next to the corresponding author's name.

Examples of formatting the information about authors at the beginning of the article

Examples of formatting affiliation when the authors work at the same organization:

Ivan I. Ivanov ✉
Lomonosov Moscow State University, Moscow, Russian Federation

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Yury P. Afanas'ev ✉**, Petr I. Sidorov**
Federal Scientific Centre for Psychological and Multidisciplinary Research, Moscow, Russian Federation

✉ yupafan@fnits.ru

Examples of formatting affiliation if the author/authors work in several organizations:

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Ivan I. Petrov [1]**, Petr P. Ivanov** [2]**, Victor V. Sidorov** [3] ✉
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1. **3. Full information about the authors**

Full information about the authors should be provided at the end of the manuscript. It carries information about each of the authors, including:
— First name and patronymic (if any), the author's last name.
— Author's regalia (first academic degree, then academic title).
— Affiliation
Affiliation details should include the following details:
— The specific department, laboratory, or faculty when indicating an educational institution.
— The author's email address and ORCID number (in the format illustrated at https://orcid.org/).
— The city and country of residence.

Note. The manuscript will not be accepted without an ORCID identifier. If the author does not have an ORCID, it is necessary to register on the website https://orcid.org/ by providing the required information.

Example:

ABOUT THE AUTHOR (AUTHORS)
Ivan I. Ivanov, Cand. Sci. (Psychology), Associate Professor at the Department of Social Psychology, the Faculty of Psychology, Lomonosov Moscow State University, Moscow, Russian Federation, ivanoff@msu.ru, https://orcid.org/0000-0003-0000-0000

4. Abstract and keywords

The abstract is a summary of the content of the article, written by the author. It should allow the reader to quickly determine whether this article corresponds to the topic of interest. Therefore, the abstract should be concisely written, precise in its definitions and logical. It is important to avoid unnecessary or insignificant general terms and focus on presenting the key issues. The abstract should include the following elements: the problem under investigation, the research methods used, and main results. For experimental research, the abstract should include the implications and/or applications of the research findings, as well as recommendations for applying the results obtained. The recommended length of the abstract is 200-250 words (approximately 2500 characters with spaces). The text of the abstract is presented without indents, under the title **Abstracts** are written on a separate line before the text, with no punctuation mark is needed after it. It is advisable to avoid using uncommon abbreviations and refrain from providing references in the abstract. The abstract should include subsections, with each subsection separated from the following text by a period.

Summary Structure

Abstract.
Background. Provides a description of the importance of the topic under study during a specific time period, including the problem statement that leads directly to the objective of the study.
Objectives. Clearly and concisely states the objectives of the study and outlines the purpose of the research.
Study Participants.
Methods.
Results.
Conclusion.

To maintain coherence between each point in the abstract and its title:

Background: Clearly state the problem and explain the relevance and significance of the work.

Objectives: Formulate the specific and clear purpose of the study, detailing what the research intends to achieve.

Study Participants: Describe the participants involved in the study.

Methods and Results: Provide a logically structured overview of the research procedures, techniques used, and key findings.

Conclusions: Summarize the results obtained and suggest necessary directions for further research.

If the article is a review or a theoretical one and does not involve empirical methods, the point "Study Participants" is replaced with "Data Sources" which refers to the sample of articles reviewed. The point "Methods" should still refer to the method of reviewing.

Keywords

Keywords should be chosen so that they can be easily found in information retrieval systems. Keywords are typically the main terms (individual words or phrases) used in the article. They tend to repeat terms from the title and abstract, but additional terms that expand the search capabilities of the article may also be included. Keywords should not be longer than four to five words.

The number of keywords should be at least five and no more than ten, with an average of at least seven key concepts. Jargon and abbreviations that are not accepted in professional terminology or used in the text to shorten frequently repeated expressions should not be used as keywords.

Keywords are designated in the article by way of a **Keywords** subheading placed at the beginning of the line, typed in bold, upright font, followed by a colon. The keywords are then listed, separated by commas, with no period at the end of the list.

5. Funding and Acknowledgments

Information about funding and acknowledgments is provided after the abstract and keywords.

Funding and acknowledgments are included in the article if available and are placed in the article metadata. The information is accompanied by the headings, Funding, and/or Acknowledgements.

Funding includes information about the organization or multiple organizations (foundations, departments, universities, research organizations) that provided financial support for the research reported in the article. This section includes the name of the organization, grant number, and project name.

Acknowledgments are addressed to specific individuals who assisted in the study or in the preparation of the article, but who are not its authors (such as, technical performers, operators, programmers, editors, translators, reviewers and so on). Organizations may also be acknowledged for their assistance to the study without financial support (for example, by providing an experimental facilities).

Examples:

Funding. The study has been supported by the Russian Science Foundation (RSF), project No. 00-000-00000, title of the project.

Acknowledgements. The authors are grateful to Aleksey A. Petrov, researcher of the Laboratory…, Institute of …, for assistance in data collection.

6. Text (Body) of the Article

The article should not exceed 5000 words, including the title, abstract, keywords, text, references, tables and figures. The minimum article length should not be less than 3600 words. Reducing or exceeding the required length may result in the rejection of the article.

Typesetting rules

When formatting the text of the article, please, adhere to the following rules:

The document margins are to be set as follows:

left - 3 cm, right - 1.5 cm, top and bottom - 2 cm.

The text of the article must be Times New Roman, 12 font size, line spacing 1.5, justified alignment.

First line indent: 1.25 cm.

Hyphenation is not used in the text of the article.

The full formatting of the text of the article with the necessary spaces and intervals is displayed in the Style file of the article (see Style file).

Formatting for subsections, footnotes, and highlights

The following subsections are required in the text of an empirical article:

Introduction

Theoretical background

Study Participants

Methods

Results

Discussion

Practical application

Limitations / Prospects

Conclusions

Introduction.

The introduction describes the research problem and justifies the relevance of its solution. The goals, objectives and hypotheses of the study are also formulated. Additionally, the introduction highlights the scientific novelty and theoretical significance of the study.

Theoretical background.

This section provides a historical overview of the problems considered. It summarizes the results of both classical and modern studies in this area, explaining the relevance of the research problem. The goal is to describe key issues, debates, and theoretical frameworks while clarifying barriers, knowledge gaps, or practical needs. Additionally, thematic subsections may be included corresponding to the logical flow of the text.

Study Participants

In the *Study Participants* section, the author details the composition of the sample, including the number of participants, their gender, age, education, place of work and any other relevant parameters that may relate to the study's results.

Methods

In addition to describing specific methods, it is essential to list statistical methods and software used for data processing. If the methods employed are not commonly used, the author should provide references to literature where these methods are described in detail and explain the rationale for their use.

Results

In the *Results* section, only the data obtained from the current study is presented. The results should be detailed enough to ensure the validity of the conclusions are clear.

When presenting statistical results, formal requirements should be followed. Thos should include the value of the statistic, degrees of freedom, level of significance, and effect size. For example: $t(219)=4.54$; $p>0.05$; Cohen's $d = 0.3$. Additionally, present tables and diagrams to facilitate the reader's understanding.

Discussion

In the *Discussion* section, the research results should be considered in the context of the hypotheses and their theoretical justification. Results should be compared with the results of similar studies. When interpreting the results of the study, attention should be paid not only to the validity of the statistical data obtained, but also to their detailed description and the conclusions that are drawn from them.

Practical Application

An important indicator of the quality of scientific work is the possibility to apply the obtained results in practice. This section describes how the research results can be used in practice.

Limitations / Prospects

If necessary, include a section that outlines further research, defining directions for further investigation on the issue, and describe the limitations of the current study.

Findings / Conclusion

This section should briefly present the main general conclusions of the study and provide answers to all research questions that were posed in the article.

Subheadings in the text of the article are organized into 3 levels:

Bold and/or *italicized* text are allowed**,** underlining and capitalization of text are not permitted.

Level 1 headings, or main headings, are highlighted in **straight bold**, with the main text beginning on the next line (separated by pressing the Enter key).

Example: Research Results

Level 2 subheadings are included within the first-level (main) headings. They are highlighted in ***bold italic.***

Example:

Language Competencies

Level 3 subheadings, which are included within the second-level subheadings, are highlighted in *italic.*

Example:

Language Competence Predictors

Footnotes

Footnotes are created using the MS Word footnote creation functions. Footnotes include explanatory comments to the main text, as well as anonymous (non-author) literary sources cited in the text (such as, official documents, regulations, methodological materials and so on).

Referring to sources included in References (citation style)

The journal uses the Harvard Style of citation, where the cited source is indicated in parentheses within the text. The author's last name and the year of publication are indicated in the language of the original publication immediately after the quoted fragment. After the author's last name, a comma is placed before the year. The author's initials are not included in the citation.

Example:
(Cespedes, 2021)

If there are three or more authors, the last name of the first author is indicated, followed by "et al." and separated by a comma.

Example:
(Hinkley et al., 2018).

If it is necessary to indicate a specific page of the cited source, the page number is added in parentheses after the year. An exact page reference is typically required when directly quoting the text or when providing specific data from a voluminous source (for example, a monograph).
The same rule applies to all references.

Example:
(Levinson, 1978, p. 61).

If several sources need to be indicated in the cited fragment, they are indicated in one bracket and separated from each other by a semicolon.

If the same author has two different works of the same year of publication, they are assigned Latin letter indices and listed in alphabetical order.

Examples:
(Blackmore, 1993a, 1993b)
(Grenner et al., 2021; Li et al., 2020)
When indicating last names in the text of the article, the initials are placed before the last name.

There is no space between the initials. A regular space is required between the initial and the surname.

The *References* section should include only those sources that are cited in the text of the article. Sources are arranged in alphabetical order by the name of the first author or the first word of the source description.

Anonymous sources should be moved to footnotes and are not included in the References.

Formatting numbers, mathematical symbols, special characters

Decimal fractions are illustrated with a period, 0.5.
If the integer part of a fractional number is zero (naught), it should be written as 0, not as .25 or .6. Replacing the minus (–) with a hyphen (-) or a dash (—) is not allowed.

The text of the article uses "inverted commas" for quotation marks. If additional quotation marks are required within a fragment of English-language text inside the "inverted commas", «herringbone» quotation marks are used.
The text also uses em dashes — with spaces, except for value intervals (see below).

Dates are typed as "day.month.year" (DD.MM.YYYY).
Example: 02.05.1991, 26.12.1974.

Punctuation
Do not use a period:
▪ After the title of the article, headings, and subheadings
▪ After the author's last name or after listing all authors.
▪ After email addresses.
▪ After table titles.
▪ After figure and table captions.
▪ In subscripts: X_1.
▪ After keywords.

A period is used:
▪ After footnotes (including in tables).
▪ After sections in the abstract.

▪ At the end of the abstract.

Abbreviations

All abbreviations are to be fully expanded and explained the first time they are used, except for generally accepted abbreviations of mathematical quantities and terms.

The following are not allowed:
• Paragraph indentation or an indented line in the abstract.
• Word hyphenation.
• Endnotes at the end of the document are not allowed; instead, regular footnotes should appear at the bottom of the page. Abbreviations of multiple words are separated by spaces. Some abbreviations (i.e., etc.) should be expanded (that is, and so on).

Tables

Tables are created in MS Word or MS Excel.

Tables, their titles and captions

Abbreviations of words in tables are not allowed. The exceptions are the abbreviations already used in the text.

The word **Table** and the corresponding number are aligned to the left and highlighted in bold. The table title is given on the next line and is also highlighted in bold, with no period at the end. Tables are numbered sequentially.

Example:

Table 1

Structural, functional and content-based organization of life success as a meta-resource of the individual

If a reference to a table is required in the text, the entry looks like this:

Example: "Table 5 displays the analysis of data...". "The results of the correlation analysis (Table 5) show...".

If there is only one table in the publication, the table number is not given, but the format remains the same.

All designations specified in the tables must be explained in the table notes.

An example of table layout can be seen in the article style file (see Style file).

Figures

All figures must be placed within the text body of the article in appropriate locations. Figures should be clear and distinct, with captions that correspond to the content of the text. Graphs and diagrams must be in color for the electronic version, and in black or gray tones for the printed version. ***Any Drawings, diagrams, and charts containing text, along with their titles, must be translated and presented in both Russian and English.***

The title "**Figure 1"** is placed directly below the figure and highlighted in bold.

- If there is only one figure in the article, the figure number is not indicated, but the layout remains the same.
- All figures must be referenced in the text.
- When referring to a figure in the text, the word "Figure" is written in full, with a capital letter and a space placed between the word and the figure number.

Example: The trend illustrated in Figure 1shows that…

- There is no period after the figure title (caption).
- Figures and diagrams are to be in color for the electronic version of the journal, and in black and white, or grey tones, for the printed version.
- Figures and diagrams within the text are to be numbered and titled.
- If a figure is borrowed or compiled from illustrations in other sources, a reference to the original source must be included after the figure's caption.

Note. If the figure is not editable, in addition to being incorporated in the text of the article, its source file must be provided. The source file should be the editable version of the figure saved in the original program in which it was created.

For example, if the figure is a non-editable diagram, the source file would be an editable Excel file.

7. Requirements for the Design of the References

General Recommendations

The *References* section comprises an itemized list of bibliographic descriptions of published sources, including journal articles, monographs, conference materials, and similar works. The list of references should be relevant to the research topic and include materials published prior to or in the year of that article's submission to the journal. All works included in the reference list should be cited by the author(s) in the article to confirm the reliability of the research, substantiate its purpose and objectives, or support the discussion of the results obtained. The References section is also intended for processing and inclusion in international scientometric databases.

The correctness of the description of all sources in the References **should be verified against the original** or its full description on the publisher's website or aggregator platform, particularly for **journal articles**. Using descriptions from the bibliographies of other articles often leads to errors and loss of citations in international scientometric databases. It is important to indicate the exact spelling and order of authors, the article title, and publishing details (journal name, year, volume, issue number, page range). If the cited article is assigned a DOI, it must be included (as stated above).

Literary sources used in the article as the object or subject of research (for example, archival materials, foundational works of scientists upon which the research is based) are not included in the References list. These sources are listed separately in the *Sources* section, which appears before the References, following the text of the article. Sources in languages other than those using the Latin alphabet included in this section are not transliterated into Latin. They are not intended for

inclusion in international scientometric databases but serve as an appendix to the text. It is also acceptable to place such materials in page footnotes or directly in the text of the article.

Cited sources must be accessible and reliable. Therefore, when using bibliographies from other articles, the author must locate and read the original source being referenced, verify its accuracy and assess the appropriateness of its citation.

When working with literature on the topic of the article, authors should prioritize including within the references **relevant sources demonstrating the current interest in the topic under study**. The list of references must be comprehensive, including your own research (if the research is ongoing) as well as those of colleagues (both Russian and foreign). Most sources should be published within the last five years.

The recommended size of the References list in a scientific empirical article is approximately thirty sources, while a review article should include at least fifty sources.

References should **include only those sources used and cited in the article**. It is advisable to read and rely on, and therefore cite, research materials **published in leading scientific journals, including those indexed in international scientific databases (ISDB).**

Each source listed in the References must be cited in the text of the article at the point where the source is mentioned.

Combining references to several sources at once without justifying their citation is not permitted; for example, after one or two summary sentences.

Articles in which the descriptions of the cited sources in the References do not meet the requirements specified below are returned to the authors for revision.

Formatting References

General Rules for References

The journal follows the **American Psychological Association (APA) style for bibliographic descriptions** in the References, with minor modifications. The need for modification is due to the peculiarities of describing Russian-language sources.

The use of Russian GOST (State Standard) symbols such as double slashes (//), is not applicable in the description of sources in the References list for manuscripts submitted to the journal. The symbols and arrangement of source description elements according to APA standard should be used.

References

The References list is placed at the end of the article after the main text of the article. Authors are indexed in English (or in Latin transliteration) according to the last name of the first cited author(s), or the first word of the source title. Sources are not numbered.

When listing the authors of a source, the last names are written first, followed by the authors' initials without spaces separating them. A comma is placed between the last name and initials. If there are more than one authors, a comma is also placed after the initials of each successive author (for example, Green, J., Black, P.).

If the cited source has six or fewer authors, then all names should be listed. Otherwise, only the names of the first five authors are indicated, followed by the appropriate phrase, "et al." (for English-language descriptions).

In the References section, when describing sources without authors but with editors (for example, a book publication), the editors are listed before the title of the source. Use "ed." for a single editor or "eds." for multiple editors, with a comma separating them after the initials of the names.

At the end of the source description, include the digital object identifier (DOI), if available. The DOI should be presented as a link in lowercase letters: https://doi.org/..., with no period at the end. If there is no DOI, but the article or document has a permanent location on the journal's website, the electronic address (URL, hyperlink) of the article may be provided. The hyperlink should be functional (clickable), allowing direct access to the original source. In cases such as these, it is necessary to indicate the date of last access indicated within brackets immediately following the hyperlink. Additionally, the URL abbreviation and colon is placed before the hyperlink. For example, URL: https://firerobots.ru/company/history (accessed: 24.10.2023).

If the source is an internet resource, such as a page or multiple pages of a website containing quoted information – it should be fully described, including the title of the quoted material available at the provided hyperlink. Only internet resources with identifiable authors are included in the References. Other sources are moved to page footnotes. A simple hyperlink is insufficient for the description. (See the example in the Appendix).

It is recommended to describe anonymous sources such as official and regulatory documents, anonymous websites, unpublished sources, and other gray literature in page footnotes or within the text of the article.

Including local textbooks, dissertations and dissertation abstracts in the References list is not advisable. However, an exception can be made for dissertations if the material used is unpublished in journal articles or monographs. Preferably, articles published from the dissertation's materials should be cited.

It is advisable to replace textbooks and teaching aids with scientific publications, such as monographs, articles from reputable collections and journal articles especially if the information is duplicated across these sources. This ensures a higher level of academic rigour and reliability in the research. Remember, i**t is important to evaluate the appropriateness of citing educational literature** in a scientific article.

Since the References list should only contain sources verified for reliability, it is necessary that the **sources are accessible to the reader**.

In recent years, most scientific journals have included sections in Russian and English with recommendations on how to cite a given article (e.g., "For citation", "How to cite", and so on). These sections are also incorporated into the article's metadata on journal websites in HTML format to ensure that proper citation guidelines are easily accessible. If the cited article has such a section, it must be used. This section typically provides the recommended journal title and citation format. However, if the proposed style (standard) in the cited article does not match with the style accepted by our journal, it must be converted to the APA style used by our journal.

In article descriptions, **all journal titles are *italicized***.

All journal titles are written in full, without abbreviations.

When indicating the number of pages in page ranges, short dashes without spaces, not hyphens, are used.

The description of sources in References must exactly match the original data (authors, article title, source name (journal, collection of articles), publication data (year, volume, issue, page range) and DOI (required if available) or URL of the permanent location of the cited source (as

specified above). Any inaccuracy in the description of a source – whether it involves rearrangement of the authors' names, errors in the page range or other details can lead to the "loss" of references when referring to sources indexed in international scientific databases (ISDB). This means the citation may not be counted, affecting visibility and impact of the work. When compiling References, it is necessary to determine what type of document the reference belongs to (article from a journal, monograph, article from conference materials, textbook, dissertation, and so on), and depending on this, prepare a description in Latin.

For examples of descriptions of particular media type and kinds of cited sources, see the *Appendix* to the Guide.

For formatting the list of references, see the Appendix to the Guide.

APPENDIX

Examples of formatting bibliographic sources included in the References
Punctuation marks and spaces specified in the descriptions are mandatory. There is no space between the initials.

Monograph:
Byng-Hall, J., Renos, K. (2018). Papadopoulos. Multiple Voices Narrative in Systemic Family Psychotherapy. New York: Routledge Publ.

Multi-volume editions
Vygotsky, L.S. (1998). The collected works of L. S. Vygotsky: in 6 vol. Vol. 5. New York: Plenum Press.

Article (chapter, section) in the collective monograph
Liew, J., Zhou, Q. (2022). Parenting, emotional self-regulation, and psychosocial adjustment across early childhood and adolescence in Chinese and Chinese-immigrant sociocultural contexts. In: D. Dukes, A.C. Samson, E.A. Walle (eds.), *The Oxford handbook of emotional development* (pp. 420–436). Oxford: Oxford University Press.

Toseland, R.W., Jones, L.V., Gellis, Z.D. (2004). Group dynamics. In: C.D. Garvin, L.M. Gutierrez, M.J. Galinsky, (eds.). Handbook of social work with groups. (pp. 13–31). New York: Gilford Publ.

Journal article
Megreya, A.M., Szucs, D., Moustafa, A.A. (2021). The Abbreviated Science Anxiety Scale: Psychometric properties, gender differences and associations with test anxiety, general anxiety and science achievement. *PLoS ONE*, 16(2). https://doi.org/10.1371/journal.pone.0245200

Bohnert, A.M., Crnic, K.A., Lim, K.G. (2003). Emotional Competence and Aggressive Behavior in School-Age Children. *Journal of Abnormal Child Psychology*, *31*(1), 79–91.

Electronic Internet Source
Rosseel, Y., Jorgensen, T. D., Rockwood, N., Oberski, D., Byrnes, J., Vanbrabant, L., Jamil, H. (2023). Package "lavaan". Available online at: https://cran.r-project.org/web/packages/lavaan/lavaan.pdf (accessed: December 1, 2023).

Dissertation materials

Nelyubina, A.S. (2009). The role of everyday perceptions in the formation of the internal picture of the disease. PhD (Psychol.). Moscow.