

# Psychology in Education Author Guidelines

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## Article Preparation

### *Length of papers*

In the journal, there are restrictions as to the volume of published content: articles — 10,000 to 40,000 characters with spaces. Please note that the total length of the article includes the text of the article and the notes (footnotes), as well as the illustrative, reference and bibliographic material.

### *Formatting requirements*

When preparing their articles, authors are advised to use the specially designed document templates that would be available for download on our website. If you prefer not to use the templates, please consider the journal requirements when preparing the text. After your article is accepted for publication, it will be subjected to scholarly and literary editing and formatted in accordance with the layout of the journal.

[Template for article on results of empirical studies](#)

[Template for theoretical or methodological article](#)

[Template for article describing a new toolkit](#)

### *Completeness and presentation of papers*

1. Papers are presented as a single file in the .doc, .docx or .rtf format that includes the following parts in the following order:

- information about the author in English and Russian (see “Information about the author” section);
- universal decimal classification (UDC);
- title of the article, abstract and keywords in English and Russian (see “Title”, “Abstract” and “Keywords” sections);
- text of the article;
- additional information (mandatory sections are marked with an asterisk):
  - (a)\* Conflict of interest;
  - (b) Ethics approval;
  - (c) Author contributions;
  - (d) Acknowledgements;
  - (e)\* Funding;
- Abbreviations, if any abbreviations are used in the article;
- References (see “Reference list” and “Transliteration of references” sections).

The editors will provide all translations into Russian for non-Russian speaking authors.

2. To name the article file, use the author’s last name in Latin characters.

3. If the article text requires the use of non-standard fonts, complex formatting, etc., a .pdf file of the article text should be provided in addition to the .docx file. The files of the fonts used should be provided additionally.

4. If the article contains illustrations, each of them should be provided as a separate .jpg, .jpeg or .png file (see “Tables, figures, and charts”). To name the file, use “the author's last name in Latin characters, space, Pic, sequence number”.

***Format, font, paragraphs:*** this article should use Times New Roman, 14 pt; alignment — justified text; paragraph indent — 1.0 cm from the left margin. Automatic hyphenation should be deactivate.

### ***Information about the Author***

1. For the purpose of independent reviewing, the text of the article should be anonymized. In particular, it is not allowed to directly mention the authorship when referring to your previously published works (for example, to use such wording as: “as we wrote earlier ...”, etc.).

2. All information about the author should be stated on the first page of the article file sent to the editorial team.

3. The information about the author must include the following:

- the name of the author in full (if the name is natively written in non-Latin alphabet it should be transliterated in Latin characters which the author uses in all his publications);
- the academic degree;
- the position, the name of the organization (place of work);
- the legal address of the organization (not of its subdivision!);
- the author's email address;
- the contact phone number of the author with the area code;
- the author’s personal identification codes (SPIN-code, AuthorID for RSCI, ResearcherID, ORCID and Scopus AuthorID, if applicable).

If there are several authors, all of the above information is provided for each one of them.

***UDC index:*** [the Universal Decimal Classification index](#) should be specified on the left-hand side of the first page of the main text, giving an accurate reflection of the article’s subject. The UDC is used in most countries of the world for systematization and efficient search for articles.

***The title*** should be given in bold; capital letters are used only at the beginning of the title and for proper names.

The editorial board will provide title, abstract and keyword translations for foreign-language authors.

*The abstract* should precede the main text of the article and be separated from it graphically. Abstract length should be between 250 and 300 words. Please follow this mandatory structure:

- Introduction: describe the question that the article focuses on and set the goal of the article;
- Materials and Methods: state research subject and outline research programme;
- Results: provide a brief description of the results obtained by the author(s) of the article;
- Conclusion: outline the potential for the use of the results in further research or their application in practice.

Readers should be able to assess the subject, the course of the study and the conclusions reached by the author. Verbatim repetitions from the main body of the article, background information, general and insignificant statements, superfluous introductory words, etc., should be avoided.

*Keywords* must follow the abstract, precede the main text of the article and be separated from both graphically. Keywords are intended to help the readers find your article, so there should be no less than 5 and no more than 10 of them. The list of keywords should contain two words mentioned in the title of the article.

*The article structure* is defined by the genre of the article.

Articles on results of empirical studies. The length of an article on results of empirical studies should not exceed 40,000 characters. The article structure comprises the following sections accompanied by relevant headings in the text: an introduction, theoretical review of the current state of the problem, organization and methods of research, results, discussions and conclusions. Sections should be consistent within the article. The introduction and theoretical review should be about 1/3 of the article length and contain the statement of a specific psychological problem, a literature review, including studies on similar topics over the past 5 years, the statement of objectives and relevance of the study. The Organization of the Research section describes the research subject and object, the formulation of a research hypothesis and research objectives, a description of the sample, a rationale and a brief description of the methods used. The findings of the study should describe statistical procedures which were used with their justification and a numerical form of variables. The discussion of the results (about 1/3 of the article length) is consistent with the set hypotheses; it comprises a comparison of findings with the findings of other studies, the novelty of the research, theoretical and practical significance are justified. The number of conclusions should correspond to the number of objectives or research hypotheses.

Theoretical or methodological articles. The length of a theoretical or methodological article should not exceed 40,000 characters. The article structure comprises an introduction, results, discussions and conclusions. The formulation of a specific psychological problem and the logic of the material presented in the article, the object, subject, and research objectives should be reflected in the introduction. The Results section is about 2/3 of the article length. Particular attention should be paid to the description of the subject or method in various research paradigms, critical analysis of contradictions and approaches to problem solving, justification of the possibility of new ways in psychological research, etc. A review of publications on the studied subject over the

past 5 years is obligatory. Discussion of the results involves the formulation of theoretical or empirical hypotheses, the rationale for the relevance of the analysis of the problem's current state. The number of findings should correspond to the number of objectives.

Articles describing a new toolkit. The length of the article describing a new toolkit should not exceed 40,000 characters. The article structure comprises the following sections: an introduction, methodology, results and discussion, conclusions. Sections should be consistent within the article. The need to develop a new toolkit, the objectives of the study should be formulated in the introduction. A description of a new toolkit and methods for its representativeness, reliability and validity should be presented In the Methodology section (about 1/3 of the article length). The approbation results, discussion of tools' characteristics, their comparison with existing analogues should be presented In the Results and Discussions section (about 1/3 of the article length). This type of the article should contain an annex with a complete description of the toolkit.

Short reports on results of empirical studies. The length of a short report should not exceed 20,000 characters. The report structure and the logic of the material presented should correspond to those in the articles on the results of empirical research. Reports of this type usually contain a reduced number of hypotheses. The main focus is on the original results of the author. The results of the pilot study cannot be presented in a short report.

Reviews, historical references, anniversary announcements, reports on conferences, congresses, etc. The length of such articles should not exceed 10,000 characters. Abstract is not required. Announcements of anniversary dates should be made no later than six months before the anniversary and contain a list of the main works of the person whose anniversary is to be celebrated. Reports on conferences, congresses, etc. should be received by the editorial office no later than one month after the event.

### ***Section headings***

Capital letters are used only at the beginning of the heading and for proper names. The article should contain consistently formatted headings of different levels:

1. first-level headings (for example, "Introduction", "Conclusions", etc.) should be given in bold type on a separate line;
2. second-level headings are given in bold italic type on a separate line;
3. third-level headings are given in italics on a separate line;
4. fourth-level headings are given in bold italic type at the beginning of a paragraph, so that the text of the paragraph immediately follows the punctuation mark closing the heading;
5. fifth-level headings are given in italics at the beginning of a paragraph, so that the text of the paragraph immediately follows the punctuation mark closing the heading.

Capital letters in section headings are used only at the beginning of headings and in proper names.

### *Tables, figures, charts*

1. If a figure or table contains text in Russian, please provide versions in both languages. If a figure or table contains letter designations or symbols, please provide those in Latin script.
2. Tables should be found at the end of your article, following the reference list. Any figures or charts should be provided as separate files for easier layout.
3. Immediately after the paragraph in which a table, figure or chart is first mentioned, [Table X should be here] should be inserted on a separate line, with the relevant number.
4. The content of the table, figure or chart should be clear without referring to the main text of the article and should not be duplicated in it.
5. Each table, figure or chart must have a title in the same format as the regular text. Please put figure captions after the reference list.
6. All tables, figures and charts are numbered continuously with Arabic numerals. If an article only contains a single table, figure or chart, it should not be numbered.
7. Pictures and diagrams should be provided as separate files in the JPG, JPEG or PNG format. Image quality should be high enough to ensure it remains clear after resizing. Resolution should be at least 300 dpi (dots per inch).
8. When using figures, photos or charts that have not been created by you, make sure that those images are published under an Open Access license and list all relevant information that is available:
  - author's name;
  - year (if available);
  - the name of the work (if available);
  - a link to the page where the image is located;
  - a note detailing your right to use the image (if available).

### *Spelling, punctuation*

Em dashes (—) should be used whenever required, except when indicating number ranges (for Em dash, use the shortcut combinations “Ctrl + Alt + Minus” or “Alt + 0151” on the NumPad).

**Style:** the article should meet general requirements for the academic writing style.

### *Quotations*

1. Exact quotes should not be enclosed in quotation marks.

2. The reference to the source of quotation is given immediately after the quotation in brackets (see “Formatting text references and endnotes” below).

### *Examples and semantic highlighting*

1. The meaning of language examples is given in single quotation marks (‘’).
2. For the purposes of semantic highlighting, bold or bold italic type (depending on the type of the main text) is used; text underlining is not allowed.

**Page numbering:** sequence numbers are placed at the bottom of the page with centre alignment (using footers).

### *Dates and numerals*

1. Dates must be typed in accordance with the following format: 5 August 1982.
2. Numbers from 1 to 10 inclusively are written as words, numbers over 10 are written as numbers.
3. Centuries are marked by Roman numerals, decades are recorded in accordance with the following format: the 1980s.

### *Names*

1. At the first mentioning of a person’s name in the text, the surname is accompanied by the initials of the first name (and patronymic, if applicable); when mentioning it further, only the surname is given (unless the article mentions several people with the same surname).
2. Initials are separated from each other and from the surname by non-breaking spaces (shortcut: Ctrl + Shift + Space).
3. If it is necessary to include information about a person’s years of life, they are given at the first mentioning of the name to the right of it in parentheses, separated by an en-dash without spaces, for example: F. Fortunatov (1848–1914).

**Abbreviations.** Please, use abbreviations, such as “e.g.”, “i.e.”, “etc”.

### *Lists*

1. All lists are formatted using the automatic Word tool only.

2. Lists that are not part of top-level lists are formatted as numbered lists with an indent of 1.5 cm from the left margin.

3. The lists included in numbered lists are formatted as bullets with an indent of 2.0 cm from the left margin.

### ***Formatting of footnotes***

It is recommended to use footnotes as rarely as possible. If a note is necessary, please use the Microsoft Word “Insert Footnote” note to create notes with continuous numbering at the bottom of the page.

### ***“Conflict of interest” section***

In this section, the authors declare that there is no conflict of interest in regards to their submission.

Recommended language: “The authors declare that there is no conflict of interest, either existing or potential.”

If a conflict of interest exists and might influence the reported results, it must be declared in this section.

### ***“Ethics approval” section***

This section is obligatory for submissions reporting results of experiments on humans. For more information regarding the ethical standards for such experiments please see [the Office for Human Research Protections website](#).

If the research protocol of the study that you are reporting in your paper has been assessed by an ethics committee, please state it in this section (e.g., “*Research protocol has been approved by the Ethics Committee of [organisation name, ethics committee details], permit No. ... of ...*”). If that is not the case, the authors are asked to declare compliance with ethical norms based on their own self-assessment (e.g., “*The authors state that all ethical principles relevant to research that includes human or animal subjects have been duly followed.*”).

The authors should obtain informed consent from all individuals who participated in the study.

### ***“Author contributions” section***

Please specify how each of the authors contributed to the submission. No particular format is required.

### ***“Acknowledgements” section***

In this section, please list individuals who assisted the authors in their research and/or working on the submission, but did not directly participate in its preparation or writing.



### *“Funding” section*

In this section, please state your sources of funding for the study or lack thereof. Recommended language in case of no funding: “The study did not receive any external funding.”

If your study received external funding, please follow the reporting guidelines of the funding body.

### *Reference list*

1. Make sure to prepare the reference list with the utmost attention. Any format inaccuracies may impede the cited sources’ tracking in databases, impacting the authors’ citation rate. It is preferable to use respected and relevant sources present in major scientific databases or national indices and that are easily accessible. Please make sure that at least half of your references have been published within the last ten years (unless your submission is a historical review of the literature) and indexed in international databases.

2. The reference list must include all sources cited in the article, whether directly or indirectly, and may not include any unmentioned works.

3. All references are given after the text of the article as an unnumbered list, arranged in alphabetical order by the author’s last name. All references should be given in Harvard referencing style. If there are multiple sources by the same author, then citations are listed in order by the date of publication. If referencing multiple works from one author released in the same year, the works are allocated a letter (2000a, 2000b, 2000c) after the year.

4. Please, divide the reference list in the following sections: “Sources”, “Dictionaries and reference literature” and “References”. Sources should include literary and any other texts that have been studied.

5. You can consult [reference examples](#), as well as [previous issues](#).

Journal titles should be provided in full. If present, always include DOI (as an active link). Journal, book and website titles are given in italics to visually distinguish them from article, chapter and section titles.

### *Transliteration of references*

BSI standard is used for transliteration. In this section, please provide transliterated titles for Russian-language sources and original titles for sources in other languages. References are arranged in alphabetical order regardless of language. At the end of each reference, please state the language you accessed the source in.

For names of authors, please transliterate names that are originally in Cyrillic alphabet and provide the original spelling for names in the Latin alphabet (e.g. Genette G., Barthes R. (French), Köstlin K. R. von (German, etc.))

Please add “Publ.” to the titles of Russian publishing houses (e.g. “M.: Hayka” = “Moscow: Nauka Publ.”). For organisations, only use official translations of the title.

For journals, only list the translation of the title into English if it is an official translation. If there is no translation provided by the journal, only use the original name. If the original is in non-Latin characters, please transliterate it.

If you reference any Russian-language sources, please use the [translitoline.com](http://translitoline.com) website with the following settings:

ë — e;

ц — ts;

й — j;

щ — shch;

ий — ij;

ый — yj;

х — всегда kh (always kh).

### *Transliteration of references*

The Harvard referencing style is used in the References section. BSI standard is used for transliteration. This section provides a list of references in foreign languages and a transliterated list of references in Russian (if applicable). The order of references is alphabetic and continuous (not divided by languages).

Authors’ names in Cyrillic characters should be transliterated into English; authors’ names in Latin characters should be provided in their original spelling (i. e. Genette G., Barthes R.; Köstlin K. R. von, etc.)

In reference to journals and newspapers, the official translation of their titles should be used (if available).

The original language of publications must be specified for all languages except English, German, and French.

To transliterate the list of references in Cyrillic alphabet, it is recommended to use the following website: [Translitoline.com](http://Translitoline.com).

The order of the provided information should be as follows: (1) The name of the author (if applicable). (2) The year of publication. (3) The title of the article/ paper. (4) The source title. (5) Publication data with notations in English. (6) The language of publication.

### Principle of compiling a list of references

## Reference examples

### *Journal article*

- Thornberg, R., Tenenbaum, L., Varjas, K. et al. (2012) Bystander motivation in bullying incidents: To intervene or not to intervene? *The Western Journal of Emergency Medicine*, vol. 13, no. 3, pp. 247–252. PMID: 22900122. <https://doi.org/10.5811/westjem.2012.3.11792> (In English)

### *Book*

- Karvasarskij, B. D. (ed.). (2006) *Psikhoterapevticheskaya entsiklopediya [The psychotherapeutic encyclopedia]*. Saint Petersburg: Piter Publ., 943 p. (In Russian)
- Vygotskij, L. S. (1984) *Sobranie sochinenij: v 6 t. T. 4. Detskaya psikhologiya [Collected works: In 6 vols. Vol. 4. Child psychology]*. Moscow: Pedagogika Publ., 433 p. (In Russian)

### *Book chapter*

- Posokhova, S. T., Didenko, E. Ya. (2017) Modeli integratsii roditel'skikh i detskikh otnoshenij v sem'yakh molodykh lyudej s raznymi sensornymi vozmozhnostyami [Models of integration of parental and children's relationships in families of young people with different sensory capabilities]. In: E. Yu. Korzhova (ed.). *Integrativnyj podkhod k poznaniyu psikhologii cheloveka [Integrative approach to the knowledge of human psychology]*. Saint Petersburg: Herzen State Pedagogical University of Russia Publ., pp. 248–267. (In Russian)

### *Conference, seminar or roundtable proceedings*

- Vinogradov, P. N., Kirillov, P. N. (2003) Ekologicheskie orientatsii kak kategoriya ekologicheskoy psikhologii [Environmental orientation as a category of environmental psychology]. In: *Ezhegodnik Rossijskogo psikhologicheskogo obshchestva. Materialy III Vserossijskogo s'ezda psikhologov 25–28 iyunya 2003 g. [Yearbook of the Russian Psychological Society. Proceedings of the 3<sup>rd</sup> All-Russian congress of psychologists June 25–28, 2003]*. Vol. 2. Saint Petersburg: Saint Petersburg State University Publ., pp. 113–117. (In Russian)

### *Online Source*

- 2019 National Survey on Drug Use and Health. Field Interviewer Manual. (2018) [Online]. Available at: <https://www.samhsa.gov/data/sites/default/files/cbhsq-reports/NSDUHmrBFIManual2019.pdf> (accessed 14.03.2019). (In English)

## Submission of Papers

Articles prepared in accordance with the rules are sent to the editorial board via the file uploading system on the official website of the journal ([www.psychinedu.ru](http://www.psychinedu.ru)). Physical copies will not be accepted.

No submission or publication fees are charged.

After the article is received, its compliance with the formal requirements will be checked within 15 days, followed by a double-blind peer review (see [Review Statement](#)).

Articles in humanities, as well as social, economic and cultural studies only require an expert assessment certificate stating that such articles contain no classified information if it is deemed necessary by the editor during the initial review.

Both the issue in which your article is published and the order of the articles are determined by the number of articles that have been submitted to different sections of the journal.