

AUTHOR GUIDELINES

The Editorial Board of the Journal *Ekonomichna ta Sotsialna Geografiya* (Economic and Social Geography) accepts original, previously unpublished scientific articles covering topical issues of human geography. Manuscripts submitted to the journal must not be under simultaneous consideration by any other journal and should not have been published elsewhere in a substantially similar form.

REQUIREMENTS FOR SUBMISSIONS:

Language of submissions

Articles should be written in Ukrainian or English. The editors may consider submissions in other leading world languages, such as German, French, Spanish, Russian, etc. Priority is given to articles in English as the main language of international scientific communication. The Editorial Board reserves the right to carry out literary editing of the submitted articles and to reject articles written in bad language in terms of spelling, grammar and style.

Structure of scientific article

We recommend following classic structure of a scientific paper:

1. Introduction: relevance of the issue, purpose and goals of the research.
2. Scientific background: analysis of recent literature on the topic, presentation of basic theories, concepts and previously obtained empirical results on which the study is based.
3. Methodology and data: detailed description of research methods and cases, as well as the origin and other essential characteristics of the data used.
4. Results and discussion: presentation of research results, their evaluation in terms of the research purpose and goals, as well as their discussion in the context of previous empirical results, existing theories and concepts.
5. Conclusions.
6. References.

Abstract and key words

Each article must include abstracts in English and Ukrainian. The editors may help non-Ukrainian authors to translate the abstract into Ukrainian language. If the article is written in Ukrainian, the English abstract should have at least 250 words, and Ukrainian - at least 150 words. If the article is written in English, the English abstract should be at least 150 words, while Ukrainian - at least 250 words. If the article is written in other language (not English and not Ukrainian), than both abstracts must have at least 250 words. The abstract should briefly reflect the content of the article (introduction, aim, goals, methodology and data, results). It should not repeat the title of the article, contain common phrases or duplicate the conclusions. It is necessary to provide the consistency of terminology within the abstract and the main text. The abstracts are intended to perform a function of information source independent from the main text of the article. If the article is written in English, abstract in Ukrainian will help Ukrainian readers to understand its general content, and vice versa.

Each article must also have 5-7 key words in English and Ukrainian.

Volume of the article

The volume of the article (without abstract and references) should be from 5000 to 8000 words.

Text formatting

The text of the manuscript should be prepared in Microsoft Word for Windows with the following requirements: font "Times New Roman" (font size 12 pt), single spacing, all margins – 2 cm, paragraph – 1.25 cm, "portrait" page orientation (exceptions are possible for album-format figures and tables).

Formulas should appear in "Microsoft Equation".

Each acronym must be entered in the text in parentheses after the first mention of the corresponding phrase. The common abbreviations of cash, metric, time units should appear without a point. Please put a non-breaking space (Ctrl+Shift+Space) between the numeric value and the abbreviation.

Surname and initials should be separated by a non-breaking space (Ctrl+Shift+Space).

Tables and figures

The article may contain no more than 6 figures. Graphic illustrations should be in raster (extensions *.tif, *.jpg, *.gif, *.bmp) with a resolution of at least 300 dpi. The figures may be inserted in the text but they must be submitted as separate files as well. Each figure must have a number, a title and a reference to sources, e.g.: 'Fig. 1. GRP per capita by NUTS 2 statistical regions. Source: Eurostat, 2020'.

The article may contain no more than 4 tables. The tables should be created using Microsoft Word only. The tables should not go beyond the text margins. Each table must have a number, a title and a reference to sources, e.g.: 'Table 1. GRP per capita by NUTS 2 statistical regions. Source: Eurostat, 2020'.

Formatting of references

The list of sources used, regardless of the article language, should be titled 'References'. All sources cited in the text of the article should be present in the list of references. Conversely, all sources in the list of references should be cited in the text of the article. The sources in the list of references are arranged alphabetically.

The bibliographic description must conform to APA style (American Psychological Association). The same applies to in-text citing.

Bibliographic description of Cyrillic sources (Ukrainian, Russian, Bulgarian, etc.) must be as follows:

1. English translation (APA style) is provided first. The names of the authors should be transliterated or given according to the variant used/preferred by the authors. The titles of periodicals should be translated or given in original form in case of the official/common used title in Latin alphabet (e.g., *Ekonomichna ta Sotsialna Geografiya*).
2. The original language of the source is indicated in brackets. E.g.: [In Ukrainian].
3. Bibliographic description of the source in original language (Cyrillic alphabet) according to DSTU 2015 (National Ukrainian Standard) should follow in brackets. The editors can help non-Ukrainian authors with DSTU-style formatting.

Examples of bibliographic description for the most common types of sources:

1. Books:

Keating, M. (2004). *Regions and Regionalism in Europe*. Cheltenham: Edward Elgar.

Klaassen, L., & Scimemi, G. (1981). *Theoretical issuers in urban dynamics. Dynamics of Urban Development*. New York, St Martin`s Press.

Niemets, K. A., & Niemets, L. M. (2014). *Theory and methodology of geography: spatial analysis methods*. Kharkiv: V. N. Karazin Kharkiv National University. [In Ukrainian]. [Німець К. А., Німець Л. М. Теорія і методологія географічної науки: методи просторового аналізу / Навчально-методичний посібник. Х.: ХНУ імені В. Н. Каразіна, 2014. 172 с.]

2. Articles in journals and other periodicals:

Šerý, M., & Šimáček, P. (2012). Perception of the historical border between Moravia and Silesia by residents of the Jeseník area as a partial aspect of their regional identity (Czech Republic). *Moravian Geographical Reports*, 20(2), 36–46.

Doan, P. V. (2014). Sustainable development of local tourist systems and regions of Italy. *Geography and Tourism*, 31, 15–29. [In Ukrainian]. [Доан П. В. Сталій розвиток локальних туристичних систем і регіонів Італії // Географія та туризм. 2014. Вип. 31. С. 15–29.]

3. Chapters in books, proceedings of conferences, etc:

Gentile, M. (2017), Geopolitical fault-line cities. In: A. Pikulicka-Wilczewska & G. Uehling (Eds.), *Migration and the Ukraine Crisis. A Two-Country Perspective* (pp. 6–24). Bristol: E-International Relations Publishing.

Sych, V. A., Topchiev, O. G., Malchykova, D. S., & Yavorska, V. V. (2019). Socio-natural activities in economic complexes of countries and regions: Problem of conceptualization. In: *Regional problems of Ukraine: geographical analysis and search for solutions* (pp. 219–222). Kherson: Helvetyka. [In Ukrainian]. [Сич В. А., Топчієв О. Г., Мальчикова Д. С., Яворська В. В. Соціоприродні види діяльності у господарських комплексах країн і регіонів: концептуалізація питання // Матеріали VIII Всеукраїнської науково-практичної конференції «Регіональні проблеми України: географічний аналіз та пошук шляхів вирішення» (м. Херсон, 3-4 жовтня 2019 р.). Херсон: Видавничий дім «Гельветика», 2019. С. 219–222.]

The manuscript should contain the following elements:

- The title of the article (both English and Ukrainian, other language if needed)
- The author(s) names and affiliations (both English and Ukrainian, other languages if needed)
- Abstract and key words (both English and Ukrainian, other languages if needed)
- UDC code
- Main text of the paper (English, Ukrainian, or other acceptable language)
- References
- Acknowledgements and funding sources (if needed)

Manuscript submission

Manuscript should be sent at the e-mail of the Executive Editor specified in Contact Information section on this web site, and should contain the following files:

1. Manuscript with all above mentioned items.
2. Information about the authors, including their names, affiliations, scientific degrees and academic titles. In case of more than one author, the author responsible for correspondence with the Editorial Board should be indicated, provided his/her contact email address.
3. Additional materials, if available (pictures, charts, graphs, etc).

PROCESSING OF PUBLICATIONS

Initial Review

Executive Editor assigns an incoming registration number to the received manuscript and scans it for conformity with formal requirements (text formatting, content and scope of abstract, style of references, language quality and scientific style etc.). Submitted materials undergo verification for plagiarism and other violations of publishing ethics and policies. In the case of positive decision, Executive Editor sends the article for peer review. Otherwise, Executive Editor may reject a paper or send it to the author(s) for revision; in the latter case the date of receipt will be the date of re-receipt of the revised article.

Peer Review

All submitted scientific articles undergo a process of blind peer review. This means that identities of the authors and reviewers are not disclosed. Contributions are reviewed by at least two independent reviewers from outside the authors' affiliation. As a rule, one reviewer is from Taras Shevchenko National University of Kyiv, while the other is affiliated to another institution. The review is prepared in written form and ends with a clear conclusion whether the paper may be published in the journal or should be rejected. The review form is published on the journal website. The reviewer fills out the review form, evaluating the following aspects: scientific originality, adequacy and sufficiency of used methods, validity of findings, number and quality of illustrative materials (figures, tables), etc.

Decision of the Editorial Board. Revision of the paper

After the peer review, the Editorial Board adopts one of the following decisions:

1. Accept: Acceptance for publishing in current form. Further elaboration of the article by the author(s) is not required
2. Minor revision: Acceptance for publishing with minor changes (with consideration at the next meeting of the Editorial Board). The article is returned to the author(s) for appropriate revisions, and then undergoes a final review of the Editorial Board.
3. Major revision: Return of the paper to the author(s) for revision (with subsequent repeated peer review). Upon receipt of the updated article, the Executive Editor submits it to the second peer review. In case of a second negative decision (options 3 or 4) the article is regarded as rejected.
4. Reject: The article is rejected in current form and cannot be re-submitted without radical revision and reworking.

The Executive Editor notifies the corresponding author about the decision of the Editorial Board and sends him/her completed review forms.

Editing and Layout

The accepted paper undergoes general scientific and literary editing. After preliminary making-up, Executive Editor sends a proof to corresponding author for final approval. The author(s) should send appropriate corrections within ten working days from the letter sent date; otherwise, the paper will be printed in an unmodified form. After that, no further corrections are possible.

The Editorial Board reserves the right to withdraw already published articles that have clear signs of plagiarism or any other violations of scientific ethics. Checking for plagiarism can be carried out by the editors on their own initiative or in response to notices, applications or claims by the third parties.