

## **REQUIREMENTS FOR MATERIALS PUBLISHED SCIENTIFIC ARTICLES**

### **1. General requirements and conditions for publication:**

- For publication in the Journal of "Architecture and construction of Russia" (hereinafter - the Journal) accepted materials scientific article (manuscript and supporting documents), issued in accordance with the following requirements.
- The editors will not be accepted:
  - 1) scientific articles that are not relevant to the thematic areas of the journal;
  - 2) scientific articles published before;
  - 3) materials that do not meet editorial requirements.
- Revision has the right to make cuts and editorial changes of the manuscript. The editors have the right to fully or partially provide the materials of scientific articles in Russian and foreign organizations providing indices of scientific citation, and post these materials on the website of the journal.
- Authors are responsible for the misuse of intellectual property, copyrights, or "know-how" in full, in accordance with applicable law.
- The copyright on each issue of the journal (in general) belong to the Journal.
- Reprinting, reproduction or other use of materials is allowed with the written permission of the publisher and subject to the existing rules of protection of copyright and intellectual property rights, and accepted ethical standards. Links to the journal is obligatory when citing.
- Published article in the Journal expresses the position of the authors and do not necessarily reflect the views of the editorial.
- The materials of scientific articles sent to the journal are not returned to authors.
- Remuneration (fee) for published scientific articles are not paid.
- Payment for reviewing a scientific article by the editors charged through registration of the copyright agreement. Payment for graduate students to publish scientific articles to be non-charged.
- Payment requirements do not apply to the members of the editorial board of the Journal.

2. A manuscript and accompanying documents should be submitted in electronic and printed form (on A4 format). Printed and electronic versions of manuscripts and documents should be identical.

### **Supporting documents to the manuscript should include:**

- Covering letter in a free form, containing the recommendation to the publication of materials in the Journal, signed by the head of the organization, the employee / post-graduate / doctoral student which is the author.
- Extract from the minutes of the meeting of the department (department of scientific and technical advice or other competent authority) with a recommendation of article for publication.
- Expert opinion on the possibility of publishing an article in the press on A4 format. This document is issued in the form approved in the organization - the place of the author belonged.
- Profile of the author with contact information (the Surname, the Name, the Middle name (if is available) completely; number, month, year of birth; academic degree, rank; belonging to the creative unions, academies, etc. additional information (to the discretion of the author); place of work/study of the author; position; address of the organization (place of work/study of the author); the address for correspondence; contact phones; e-mail; signature of the author; date of filling of the Questionnaire).
- For graduate students - a certificate from the organization, which is trained in graduate school.
- Completed a contract for publication in the Journal. (it will be sent after receiving the main package of documents).

### **3. Requirements for the manuscript of a scientific article:**

#### **3.1. The manuscript should include:**

- index of Universal Decimal Classification;
- surname, first name, middle name (if available) of the author in Russian and English languages;
- academic degrees, academic titles, membership of academies and creative unions of the author in Russian and English languages;
- key words in Russian and English (5-7 words and (or) the phrases);
- abstracts of the article in Russian and English (total no more than 500 characters);
- the main text of the article in the original language;
- bibliography.

#### **3.2. When making the manuscript should observe the following requirements**

- The text of manuscript typed on the computer in a text editor Microsoft Word, A4 format, page margins: top 20 mm, bottom 20 mm, left 20 mm, right 20 mm, the page numbering bottom center.
- The text of the manuscript typed in Times New Roman (normal). The font number 12 with 1.5 line spacing (one and a half). Title of the article - in bold capital letters.
- The text of the article may include formulas should be typed only using the formula editor "Microsoft Word"
- The text of the article may include graphic materials: drawings, charts, diagrams, tables, pictures, etc. These materials must be numbered and the title (font Times New Roman, italic, size # 10, line spacing-1,0 (single). All illustrations should be referenced in the text.
- References must be in accordance with the requirements of GOST R 7.0.5-2008 (taking into account the entry into force of the future versions of this document). The numbering of references in the list given in the order of sequence of links. All sources should be referenced in the text (in square brackets). Number of references in the list shall not be less than 3 (three) items. Bibliographic descriptions of publications in other languages are given in original form.
- Manuscript, executed in view of the above requirements (including graphics), should not exceed 8-10 pages.
- The manuscript should be carefully edited and signed by the author (s).

### **4. Requirements for formatting files for electronic submission of scientific articles:**

- The electronic version of scientific articles (including manuscript, illustrations and supporting materials) should be sent by e-mail to [asros@mail.ru](mailto:asros@mail.ru).
- The electronic text of the article is saved with .doc or .rtf. File name should include the surname and initials of the author (for example: Ivanov\_IF.doc).
- Graphic materials (figures, diagrams, graphs, photographs, etc.) should be submitted as separate files in the format .jpg or .tiff. File names must conform to the numbering of these materials in the text (for example: "Pic.1"). The quality of all graphic materials should be high (at least 300 dpi).
- All supporting documents on paper must also be duplicated in electronic format - as scanned copies (format .jpg or .pdf).

### **5. The procedure for the submission of scientific articles to the Journal:**

- Electronic copy of a scientific article should be sent to e-mail the editor: [asros@mail.ru](mailto:asros@mail.ru).
- No more than three articles by the same author may be published in one issue of the journal.