REQUIREMENTS FOR ARTICLES PUBLISHED IN SCIENTIFIC JOURNAL „APPLIED RESEARCH IN LITHUANIAN COLLEGES"(ISSN 1822-1068)

Name Surname[1], Name Surname[1]

1 Name of the Institution: lowercase, 10 pt., italic, centered

Name Surname[2]

2 Name of the Institution: lowercase, 10 pt., italic, centered

Abstract. An abstract should contain a short overview of the article content, problem and the relevance of the research, research methods and the results obtained. The text of an abstract must be clear and concise. The length of an abstract is 2000– 2200 characters.

Keywords: Keyword 1, Keyword 2, Keyword 3, Keyword 4, Keyword 5

Introduction

The annual journal „Applied research in Lithuanian colleges" publishes original, previously unpublished papers of scientists, teachers, practitioners and students in Lithuanian or foreign language (English, Russian etc.).

It is a multidisciplinary journal. Therefore articles are assigned to the following scientific fields:

- Natural sciences;
- Technology sciences;
- Medical and Health sciences;
- Agricultural sciences;
- Social sciences;
- Humanities sciences.

Article submission procedure

The articles submitted to the editorial board must be written in scientific language. Information presented should be edited, without spelling, punctuation and style errors. The length of the article is 7 to 8 pages. Articles are accepted for publication only upon the fulfilment of all the conditions described below:

1. Contributors present the manuscript of an article that complies with the following requirements. The authors are responsible that the article provides original research data and its content and the authorship is agreed with co-authors. The contributors of the article must send the signed original letter of Author's guarantee.
2. Two reviewers are assigned to the article, corresponding to the formal and scientific requirements. They submit the article reviews within 2 weeks. If necessary, the article with reviews is sent back to the author for correction and must be revised and returned within 2 weeks. The names of the reviewers are not disclosed to the author. If the author does not agree with the essential remarks of reviewers, he/she submits a written response to the editorial board.
3. The reviewed article is published on the approval of the journal's Editorial Board.

Requirements for the structure of articles

The following parts should be distinguished in the layout of the article:

1. TITLE OF THE ARTICLE. **Author,** *institution,* represented by the author.
2. **Abstract**. The abstract should contain a short review of article content, problem and the relevance of the research, research methods and the results obtained. The text of an abstract must be clear and concise. The length of an abstract is 2000– 2200 characters.
3. **Keywords:** 3–5 keywords, expressing the most important features of the topic, should be given under the abstract.
4. **Introduction -** the problem of the topic, its relevance and the extent of its exploration, the aim, object and objectives (in case of empirical study) of the research as well as research methods.
5. **Analysis**. A description of the research is provided, while methodology and analysis is presented in sections and sub-sections with headings. In case of empirical research, the main part should contain sections for theory hypotheses, procedures / methods, results and discussion. If the article is theoretical, it is necessary to provide a consistent substantiation of the suitability of the selected sources for the solution of a chosen problem.

The most important parts of the analysis section are**:**
    a) Research methods and conditions;
    b) Research results and discussion**.**
6. **Conclusions** reveal a structured core study results, and in the case of empirical research, highlight the carried out activities.
7. **Recommendations** (if necessary).
8. **List of references.** It is recommended that the included scientific publications should be limited to the last 5 years and the number of references should not be less than 10. References have to be described according to the international APA guidelines. The citation of textbooks, brochures, popular magazines, advertising brochures and other similar sources is not acceptable. In the text of the article sources are cited in brackets indicating author's surname and year of publication, e.g.: (Cooper 2008), (Cleland, Kaufmann 2012). When the author is mentioned in the text, only the year is written in brackets, e.g.: "... as stated by N. Dagėlienė (2010)...". If the Internet source has no author, the reference is added only in the text in parentheses.
9. **Summary including keywords** is written in English, if the article is written in English, the summary is given in Lithuanian language. The length of a summary is 2000 – 2200 characters.
10. **Brief information about the author**. Academic degree, author's name, surname, e-mail, workplace (institution, sub-division), position, research area(s).

Formatting requirements for articles

Articles should be written in *Microsoft Word*, the text should be typed on a single side of A4 (210 x 297 mm) format page at 1 line spacing, using 11-point *Times New Roman* font, justified, in two columns.
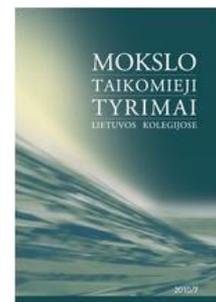
Other requirements:
1. The width of margins: Top – 2 cm, bottom – 2 cm, right and left – 2 cm, 0,5 cm gap between two columns.
2. The indentation of the first line of the paragraph – 0, 5 cm.
3. The title of the article: in capitals 14 pt., bold, centered.

Table 1. Headings should be placed above tables centered.

	Font size, alignment	Font
Heading	14, centered (**CAPITAL LETTERS**)	**BOLD**
Author	12, centered	**Bold**
Organization	10, centered	*Italics*
Abstract	10, justified	Normal
The main text	11, justified	Normal
Text in tables	10	Normal
Numeration of tables, fig.	10, right justified	*Italics*
Table headings	10, centered	**Bold**
Numeration of pictures	10, centered	**Bold**
Picture headings and sources	10, centered	Normal
Text of literary sources	10	Normal
Summary	10, justified	Normal

4. The **name, surname** of an author is written in lowercase, 12 pt, **bold**, centered.
5. *Name of an institution*: lowercase, 10 pt., *italic*, centered.
6. **Abstract**: text size – 8 pt, **title** – 10 pt, **bold**. There is no period after the last keyword.
7. **Headings of sections**: lowercase, 11 pt, **bold**, aligned left.

Picture 2. Title is placed under the picture, centered.

8. The word *References* is written in 10 pt, list of references in 9 pt.
9. The **graphs and pictures** should be clear; drawings should be grouped into a single object.
10. **Tables, charts** and **figures** must be numbered and captioned. They need to be submitted in a separate Excel document as well. Table title is placed above the table, centered. Picture titles are placed under the picture, centered.

References

1. Ku, G. (2008). Learning to de-escalate: The effects of Regret in Escalation of Commitment. Organizational Behaviour and Human Decision Processes, 105(2), 221–232.
2. Van Vugt, M., Hogan, R., & Kaiser, R. B. (2008). Leadership, Followership, and Evolution: Some Lessons from the Past. American Psychologist, 63(3), 182–196.
3. ...
4. ...
5. ...
6. ...

TITLE OF ARTICLE

S u m m a r y

Title of the article is written in capital letters, 10 pt., **bold**, the word Summary – spaced out 2 pt. (do not insert spaces between characters), font size – 9 pt., first line indentation - 0,5 cm.