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The aim of the journal is to publish original scientific articles in the field of Turkology and Altaic studies, focusing on the history, ethnography, and written monuments of Turkic and Altaic peoples, as well as their languages, folklore, and literature. It also seeks to publish scientific works that meet international standards for indexed journals.

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All manuscripts submitted to the editorial office undergo mandatory anonymous (double-blind) peer review. Based on the received reviews, final decisions on the publication of materials are made.

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- reference list formatted according to the journal requirements;
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* Place of work, city, country; e-mail; center alignment, in italics.
* Article title-centered, without indentation, bold lowercase letters.
* The abstracts volume in all three languages, as well as the summary in a review article, should range from 175 to 200 words. Keywords (7-10 words) in the language of the article.
* Text of article ..........
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* In the Reference section, all designations should be in Latin script, without mixing with Cyrillic script.
* The literature should also include publications on the topic of the article over the last three years.
* Abstract and keywords in two other languages (authors from near and far abroad can provide this data in English and Russian, and they are translated into Kazakh by the editorial Board of the journal).
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2. An article will not be considered for review if any of these requirements are not met.
3. Tables are to be inserted directly into the text of the document and must be numbered with corresponding citations in the text. Figures and graphs should be submitted in standard file formats, including PS, PDF, TIFF, GIF, JPEG, BMP, or PCX. Bitmap images must meet a resolution standard of 600 dpi. All figures must clearly convey every detail.
4. References to cited works in the text are given in brackets, indicating the first author of the work, year of publication: number of page(s). For example:
	1. (Samashev, 2022: 45) or (Samashev, 2021: URL);
	2. If two or more authors:

а) (Samashev et al., 2022: 45) or

1. b) (Samashev, Аbayev, Khan, 2022: 45);
2. If there is no direct link: (Samashev, 2022).
3. The font of the list itself is Times New Roman, size-12, the first line of the paragraph-with a protrusion of 1.25 cm, width alignment with hyphenation.
4. The list of references is provided in two versions:

1) alphabetically without numbering in the language of the article;

2)  Latin transliteration, with the English translation in square brackets.

3) the list of references should not include the following types of sources such as dissertations, abstracts of dissertations, texts of official documents in various publications (decrees, orders, resolutions, programs, etc.), archival sources and data from the author's field materials are indicated in the text of the article in round brackets and should be referenced by automatic footnotes.

All abbreviations of the output data of archival documents are listed separated by commas and indicated with lowercase letters (GA, f. 4, d. 2, p. 16). They are not included in the reference. (see sample: References).

**Examples of Bibliography Formatting** (According to ГОСТ 7.1-2003 "Bibliographic Record. Bibliographic Description. General Requirements and Rules for Compilation"):

* 1. **Book:** Manz B.F., 1989. The Rise and Rule of Tamerlane. Cambridge, New York, Port Chester, Melbourne, Sydney: Cambridge univ. press. 240 p.
	2. **Article in a scientific collection:** Kamalov S.K., 1993. O geograficheskih nazvaniyah v epose «Edige» [About place names in the epic «Edige»], Istoriko-geograficheskie aspekty razvitiya Nogajskoj Ordy [Historical and geographical aspects of the development of the Nogai Horde] (Nauka. Mahachkala. P. 132-134). [in Russian].
	3. **Collective monograph**: Ulus Dzhuchi (Zolotaya Orda). XIII – seredina XV v., 2009. [Ulus Jochi (Golden Horde). CHII – middle of SWR c.] (Institute of History of the Academy of Sciences of the Republic of Tatarstan. Kazan’. 1056 p.). [in Russian].
	4. **Conference materials**: Anichkin L.K., 2011. Zolotoordynskoe nasledie. Vypusk 2. Materialy vtoroj Mezhdunarodnoj nauchnoj konferencii «Politicheskaya i social’no-ekonomicheskaya istoriya Zolotoj Ordy», posvyashchennoj pamyati M.A. Usmanova [Golden Horde heritage. Issue 2. Materials of the Second International Scientific Conference «Political and Socio- Economic History of the Golden Horde»]. Kazan, March 29-30, 2011. Kazan: LLC «Foliant», Institute of History. Sh. Mardzhani AS RT. 368 p. [in Russian].
	5. **Journal article**: Muhametov F.F., 2007. Mongol’skaya «YASA» i ee rol’ v sisteme obshchestvennyh otnoshenij imperii Chingiskhana [Mongolian «YASA» and its role in the system of public relations of the empire of Genghis Khan], Voprosy istorii[history issues], 11(5), P. 150-155. [in Russian].
	6. **Electronic source**: Sabitov Zh.M., 2015. Zolotaya Orda – «padcherica» kazahstanskoj istoriografii [Holden Horde – «stepdaughter» of Kazakhstani historiography], Molodoj uchenyj[Young scientist], 24 (104). P. 842-851. [Electronic resource]. Available at: https://moluch.ru/archive/104/23260/ (Accessed: 7.09.2020). [in Russian].
	7. **Tutorial:** Logunova G.V., 2014. Rus’ i Zolotaya Orda: problema vzaimovliyaniya: ucheb. posobie. [Rus and the Golden Horde: the problem of mutual influence: textbook]. Irkutsk: Izd-vo IGU. 110 p. [in Russian].

**Reference** *(design of sample)*

1. ***Book:*** Manz B.F., 1989. The Rise and Rule of Tamerlane. Cambridge, New York, Port Chester, Melbourne, Sydney: Cambridge univ. press. 240 p.
2. ***Article in a scientific collection*:** Kamalov S.K., 1993. O geograficheskih nazvaniyah v epose «Edige» [About place names in the epic «Edige»], Istoriko-geograficheskie aspekty razvitiya Nogajskoj Ordy [Historical and geographical aspects of the development of the Nogai Horde] (Nauka. Mahachkala. P. 132-134). [in Russian].
3. ***Collective monograph*:** Ulus Dzhuchi (Zolotaya Orda). XIII – seredina XV v., 2009. [Ulus Jochi (Golden Horde). CHII – middle of SWR c.] (Institute of History of the Academy of Sciences of the Republic of Tatarstan. Kazan’. 1056 p.). [in Russian].
4. ***Conference materials*:** Anichkin L.K., 2011. Zolotoordynskoe nasledie. Vypusk 2. Materialy vtoroj Mezhdunarodnoj nauchnoj konferencii

«Politicheskaya i social’no-ekonomicheskaya istoriya Zolotoj Ordy», posvyashchennoj pamyati M.A. Usmanova [Golden Horde heritage. Issue 2. Materials of the Second International Scientific Conference «Political and Socio-Economic History of the Golden Horde»]. Kazan, March 29-30, 2011. Kazan: LLC «Foliant», Institute of History. Sh. Mardzhani AS RT. 368 p. [in Russian].

1. ***Journal article*:** Muhametov F.F., 2007. Mongol’skaya «YASA» i ee rol’ v sisteme obshchestvennyh otnoshenij imperii Chingiskhana [Mongolian

«YASA» and its role in the system of public relations of the empire of Genghis Khan], Voprosy istorii [history issues], 11(5), P. 150-155. [in Russian].

1. ***Electronic source*:** Sabitov Zh.M., 2015. Zolotaya Orda – «padcherica» kazahstanskoj istoriografii [Holden Horde – «stepdaughter» of Kazakhstani historiography], Molodoj uchenyj[Young scientist], 24 (104). P. 842-851. [Electronic resource]. Available at: https:// moluch.ru/archive/104/23260/ (Accessed: 7.09.2020). [in Russian].
2. ***Tutorial:*** Logunova G.V., 2014. Rus’ i Zolotaya Orda: problema vzaimovliyaniya: ucheb. posobie. [Rus and the Golden Horde: the problem of mutual influence: textbook]. Irkutsk: Izd-vo IGU. 110 p. [in Russian].
3. After the bibliography list, you must provide **bibliographic details** (article title, initials and last name of the author(s), full name of the organization, city, country, e-mail of the author(s), article title, abstract, keywords) in both Russian and English (if the article is written in Kazakh), in Kazakh and English (if the article is written in Russian), and in Russian and Kazakh (if the article is written in English).

**Then, a combination of English and transliterated parts of the bibliography list is provided. Transliteration should be done using the online translator available at [http://translit-online.ru/](http://translit-online.ru/%22%20%5Ct%20%22_new). This online translator does not handle the transliteration of specific letters in the Kazakh alphabet. Therefore, authors should correct the transliterated Kazakh text according to the following rules:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ә | ғ | ң | ө | ү | ұ | қ | і |
| a | g | n | o | y | y | k | i |

**Example of a Combination of English and Transliterated Parts of the Bibliography List:**

## **Book design:**

А) Rubinshtejn S.L. Osnovy obshhej psihologii [Basics of general psychology] (Piter.Kom., SPb, 1999, 720 p) [in Russian].

## **Journal article design:**

В) Zabrodin Ju.M. Metodologicheskie problemy issledovanija i modelirovanija funkcional’nyh sostojanij cheloveka-opеratora [Мethodological problems of studying operator functional state modeling], Voprosy kibernetiki. Psihicheskie sostojanija i jeffktivnost’ dejatel’nosti [Questions of cybernetics. Mental status and performance], 3(25), 15-21(1983).

## **Conferences proceedings design:**

С) Semenova V.G. Samostoyatel’naya rabota studentov kak vazhneyshaya forma organizatsii uchebnogo protsessa v ramkakh obrazovatel’noy kompetentnostnoy modeli [Independent work of students as the most important form of organization of educational process within the educational competence model], Organizatsiya samostoyatel’noy raboty studentov: materialy dokladov II Vserossiyskoy nauchnoprakticheskoy internet-konferentsii [Organization of independent work of students: materials of reportsof the II all-Russian scientific-practical Internet- conference], Saratov: Novyy proyekt [Saratov: New project], 2013. P. 10-15.

## **Newspaper articles design:**

1. Ahmetova N. R. Psihologija studencheskogo vozrasta [Student psychology], Newspaper «Pedagogicheskij vestnik [Pedagogical messenger]», 2009. № 12. Р. 4.

## **Аrticle from the journal in English design:**

1. Pundak D., Herscovitz O., Shacham M., Wiser-Biton R. Instructors’ attitudes toward active learning, Interdisciplinary Journal of E-Learning and Learning Objects, 5, 215-232(2009).

## **Internet resources design:**

1. Baldwin G. The teaching-research nexus: How research informs and enhances learning and teaching in the University of Melbourne [Electronic resource]. Available at: [http://www.cshe.unimelb.edu.](http://www.cshe.unimelb.edu/) au/.htm (Accessed: 15.08.2017).

**If a source has an official translation and is also published in English, the combination of the English and transliterated parts of the bibliography list must include the official English translation.**

**For example, the article:**

**Baïlov, E.A., Sihov, M.B., & Temirgaliev, N. (2014). On the General Algorithm for Numerical Integration of Functions of Many Variables. Journal of Computational Mathematics and Mathematical Physics, 54(7), 1059-1077.**

has an official translation

[Bailov](https://link.springer.com/article/10.1134/S0965542514070045#auth-1) E.A., [Sikhov](https://link.springer.com/article/10.1134/S0965542514070045#auth-2) M.B., [Temirgaliev](https://link.springer.com/article/10.1134/S0965542514070045#auth-3) N. General algorithm for the numerical integration of functions of several variables, [Computational Mathematics and](https://link.springer.com/journal/11470) [Mathematical Physics](https://link.springer.com/journal/11470). 2014. Vol. 54. P. 1061–1078.

1. The requirements apply to review articles and book reviews.
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Potential authors of the journal should adhere to the following **structure for their articles** according to the headings:

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* Materials and Methods
* Research background
* Analysis
* Results
* Conclusions:
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* The problem statement that the article addresses (solves);

-Historical background on the issue being discussed with corresponding full references;

-Who and when obtained results preceding the article’s topic;

-Justification of the necessity and relevance of the article as the most important part of any scientific work;

-Exact formulation and description of the results presented in the article;

-Detailed justification of the novelty of the results in the context of previously known information;

-The presented results should be supported by detailed justifications.

Further, information about each author should be provided (full name, academic degree, title, professional address, phone, e-mail in Kazakh, Russian, and English).

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The editorial board and the publisher are against any form of unethical behavior and plagiarism. The ethical requirements of the “Turkic Studies Journal” are based on agreements adopted by the Committee on Publication Ethics (COPE), the Publishing Ethics Resource Kit (PERK) of Elsevier.
The publication ethics of the “Turkic Studies Journal” governs the responsibilities of the editor(s), authors and peer reviewers, and describes the consequences that may arise if misconduct is found. The editorial board of the journal adheres to ethical standards in relations with all participants in the publication process – authors, peer reviewers, editors and the publisher.

**Ethics of publishing scientific articles**
The main criteria for acceptance or rejection of a manuscript by the editors are the relevance and scientific importance of the submitted article, its relevance to the subject of the journal subject, the originality of the article and the reliability of the data, the clarity of the presentation of the material and the conformity of the article to all the requirements of the journal.
The editorial board of the journal work directly with the authors of the articles and does not work with agencies providing services to authors in the publication of their research results.
The editors guarantee absolute confidentiality in the process of receiving, editing and peer reviewing articles. The editors agree not to disclose information about the accepted manuscript to anyone else without necessity, with the exception of authors and peer reviewers. Participants in the publication process should not take advantage of unpublished data obtained from submitted manuscripts.
Double blind review has been adopted by the journal and the editors shall keep the author anonymous to the reviewer and the reviewer – to the author. Paper can be accepted to publication with two positive reviews. In case of opposite reviews (positive and negative), the Editorial Board shall examine both arguments and accept joint decision on paper with further correcting options and inform the author.
Editors shall ensure fair and quality review and make decisions on an objective basis. Editors shall not have a conflict of interest in connection with articles accepted or rejected for publication. Editors should not accept responsibility for work on a manuscript in which they have a conflict of interest caused by competitive, collaborative or other relationships with authors, research, funding or other organizations.
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If the elements of the manuscript have already been published in another article, the authors must refer to the earlier work and indicate what the essential difference is between the new text and the previous one. When using textual or graphical information derived from the work of others, references to relevant publications and primary sources are required.
Plagiarism is unacceptable and considered unethical behavior. Information derived from third parties may be published only with written permission from the original source. The author cannot allow the results of the work of others to be excessively borrowed, paraphrased, or adopted.
The list of authors of the manuscript includes all persons who contributed significantly to the implementation of the ideas, the design and conduct of the study and the interpretation of the data obtained. The final version of the article must be agreed with all authors.
The authors are required to participate in the review process and be ready to make corrections, clarifications and necessary changes as prescribed by the reviewers and journal editors.
In case of misconduct of the author is revealed during the reviewing the paper or pre-print works, editors can remove the paper from further reviewing, halt the cooperation with the author and inform his/her institution about misconduct.
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