

## TO THE ATTENTION OF THE AUTHORS REQUIREMENTS FOR THE STRUCTURE AND TECHNICAL DESIGN OF THE ARTICLES

### REQUIREMENTS FOR CONTENT AND DESIGN OF ARTICLES

*The scientific article should contain the following structural elements*

#### **Classification index of the universal decimal classification**

the numerical designation which corresponds to certain headings of a certain library bibliographic classification system is on the top left of the page (Times New Roman, size of font 14, left alignment).

#### **Information about the author(s)**

First name, patronymic, last name, academic degree, academic rank, position, place of work or study (in Ukrainian, English); ORCID; contacts (email, phone – indicate if these details should be made available for feedback from the reader) (Times New Roman, size of font 14, single space).

The official transliteration of the first name, patronymic, and last name is used, as approved by the Resolution of the Cabinet of Ministers of Ukraine No 55 of January 27, 2010. In this case, it is necessary to use the Internet resources <http://ukrlit.org/transliterations#source> or <http://translit.kh.ua/?lat&passport>, choosing the standard "passport CMU 2010".

#### **Article title**

should be informative, relevant, and reflect the problem researched in the article;

lowercase letters (except for the first letter of the first word and proper names) in two languages: Ukrainian and English (Times New Roman, size of font 16, one and a half spacing, center alignment).

#### **Extended abstract**

Ukrainian and English – not less than 1800 characters with spaces each;

one paragraph, structured according to the logic of the article's material description, consisting of the following elements: the purpose and objectives of the study; methodology of the problem analysis (methodological tools used in the study); scientific novelty; conclusions (obtained results, practical significance, recommendations, prospects for further scientific explorations, etc.);

must not contain references or abbreviations;

Times New Roman font, size 11, single spacing.

#### **Keywords**

6–8 individual words and/or word combinations with semicolons that relate to the scientific topic, do not duplicate the title of the article, do not contain common words, in Ukrainian and English (Times New Roman, size of font 11, single spacing).

#### **The text of the article**

is structured with the following elements: Introduction; Purpose and Objectives of the Study; Presentation of the Main Material; Scientific Novelty; Conclusions; References; List of References (bolded and centered).

**Introduction** – the relevance of the chosen topic; statement of the problem in general, its connection with important scientific or practical tasks; analysis of recent researches and publications that initiated the solution of the chosen problem and which the author bases upon, highlighting previously unresolved general issues of the article (Times New Roman, size of font 14, one and a half spacing).

**The purpose and objectives of the research** – formulating these structural elements, the following words are used: "to define...", "to identify...", "to find out...", "to develop...", "to formulate...", "to characterize...", etc. (Times New Roman, size of font 14, one and a half spacing).

**Presentation of the main research material** with full justification of the scientific results obtained (Times New Roman, font of size 14, one and a half spacing).

**The scientific novelty** of the results obtained is a significant shift compared to the results achieved earlier, new scientific information, generalization of successful experience, solving new theoretical problems, disclosure of methods of using the theory in specific conditions of activity, scientific substantiation of new calculation methods, technical solutions, measurements, etc. (Times New Roman, size of font 14, one and a half spacing).

**The conclusions** are logically presented in accordance with the aim, as well as the prospects for further scientific research in this direction (Times New Roman, size of font 14, one and a half spacing).

**References** – a transliterated list of references, designed in accordance with APA 7th Referencing Style (Times New Roman, size of font 12, one and a half spacing). You should use Internet resources: <http://ukrlit.org/transliteratsiia#source> or <http://translit.kh.ua/?lat&passport> – for Ukrainian-language sources, choosing the standard "Passport of the Cabinet of Ministers of Ukraine 2010", and <https://translit.net/ru/?account=zagranpassport> – for russian-language sources.

**List of used sources** is a bibliographic description of the sources used while preparing the article in their original language, compiled in accordance with the requirements for submission of a scientific work, also guided by APA 7th Referencing Style. The order of placement of descriptions without numbering is given in accordance with References (alphabetically) (Times New Roman, size of font 12, one and a half spacing). For original articles, the number of sources should be not less than 15, for review articles – more than 30, and most of them should be published within the last five years (references to materials published more than 10 years ago should be avoided); at least three – articles from foreign journals or monographs (foreign publications included in the Web of Science Core Collection and/or Scopus) published in the last two or three years; 80 % of sources should contain the international digital code DOI (using the website <https://www.crossref.org>); retro-edition and self-referencing should be no more than 10 % each.

The main text of the research may also follow the IMRAD structure (Annotation; Keywords; Introduction; Literature review; Materials and methods; Results and discussion; Conclusions; Acknowledgments; Conflict of interest; List of references).

#### **VOLUME REQUIREMENTS**

The total volume of a scientific article is 12–25 pages. Format A4 (1700–1800 characters per page), size of font 14, individual elements (see above) – size of font 11 or 12, one and a half spacing.

#### **REQUIREMENTS FOR PUBLICATION**

The articles should be characterized by a high scientific, educational and methodological level of preparation, contain an in-depth author's analysis of the problems of modern development of criminalistics, legislation, lawmaking, areas of combating criminal unlawfulness, etc.

The type of font, letter height (size of font), and line spacing are specified in the requirements for the structural elements of the article; indents: left – 3 cm, right – 1 cm, top and bottom – 2 cm, paragraph indentation – 1 cm.

The text should not contain hyphens and macros. Illustrations, diagrams and graphs should be duplicated in separate files, namely:

illustrations (black and white or color) are submitted in electronic form in Adobe PhotoShop (PSD) or TIFF (in exceptional cases, JPEG) format of proper quality. The resolution is of at least 300 pixels/inch, the image size is not less than 9×12 (1060×1410 pixels). Illustrations are numbered in the order they are discussed in the text. It is not allowed to re-photograph or scan illustrations from printed sources;

photos are submitted electronically in compliance with the above mentioned requirements;

charts and graphs should be made using vector editors Adobe Illustrator, Corel Draw or MS Excel;

tables are prepared in MS Word format, each with a serial number and a subject heading;

flowcharts – using the MS Graph editor built into MS Word or other programs;

chemical, mathematical, and physical formulas are typed in the text using the MS Equation 3.0 formula editor;

illustrations, photographs, diagrams, graphs, flowcharts, tables, and formulas should not be framed or placed over the text; the text should be at the top and bottom without wrapping.

It is not advisable to underline the words in the text. Quotation marks for Ukrainian texts should be angular – «...».

The article should be accompanied by the author's certificate including the first name, patronymic, and last name in full.

We accept for publication articles in Ukrainian and English that have not been previously published or submitted to other publications for consideration.

Articles in English should be translated into Ukrainian to facilitate the review process.

The editorial board make changes and abbreviations proposed by the editor that do not affect the content of the material without prior approval by the author(s), as well as clarifications in the names of ministries, institutions, departments, etc.

Reprinting of published articles requires a mandatory reference to the scientific and practical collection "Kryminalistychnyi Visnyk".

Articles for the first issue are accepted until January 1, for the second issue – until August 31, those ones submitted after the deadline will be published in the next issue.

The authors of published materials are fully responsible for the accuracy of the material presented and its originality, selection and accuracy of the facts, quotations, proper names and last names, and other information, accuracy and correctness of the annotation in English, as well as for the fact that the materials provided do not contain information that is not subject to disclosure. The fact of plagiarism detected by the editors is an unconditional ground for rejecting the article.

**Email addresses for correspondence**

dndekc@mvs.gov.ua

hahanovskaov@dndekc.mvs.gov.ua (executive secretary of the collection – Olha Khakhanovska)

**Editorial address**

4, Velyka Okruzhna street, Kyiv, 03170, Ukraine

***Editorial Board***