

For Authors

AIM AND SCOPE OF JOURNAL

International Journal of Philology (UA «Міжнародний філологічний часопис» – *Mižnarodnyj Filolohičnyj Časopys*) is a quarterly (March, June, September, December) publication for all those involved in linguistics either macro- or micro linguistics, as well as social sciences, education, and teaching methodology, in particular:

- 035 *Philology*,
- 011 *Education and Social Sciences*.

The Journal links the everyday concerns of linguists, practitioners, recognized scholars and young researchers with their innovative and cutting-edge ideas and insights gained from respective academic fields, without limitation, such as modern, comparative historical and typological linguistics, literary criticism, terminology studies, social communications, linguo-synergetics, theory and methods of teaching foreign languages, pedagogical issues of education inside and outside Ukraine.

International Journal of Philology is included in the List of scientific professional publications in Ukraine and assigned to **category "B"**, following the Ministry of Education and Science of Ukraine, ordinance no 409 as of 17 March 2020.

Abstracting and Indexing Services

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Research Bible, Leibniz Information Centre for Life Sciences
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The **impact factor** of *International Journal of Philology*

- Index Copernicus [+],
- Global Impact Factor: [+]

Archiving

Articles are archived on the *International Journal of Philology* website and that of the Vernadskyi National Library of Ukraine.

Language of manuscripts

The manuscript may be submitted in any of the following languages – Ukrainian, Polish, and English. Please kindly mind when the mother tongue is other than English, which is the language of the manuscript, such submission should include both the files, i.e., one in original and the other in English. The articles in breach with the set requirements for publication will be automatically rejected. The articles submitted in English (where a native language is other than English) are also evaluated from a perspective of translation quality. Should the language lack quality in wording, grammar, professional lay-out of the content, the editors may return the paper for revision.

General Guidelines

We accept for consideration carefully read, original, previously unpublished and unpublished in other issues (in particular, electronic) scientific articles, which highlight the results of theoretical and empirical research on topical problems of modern linguistics, communicative studies, pedagogy, cross-disciplinary studies, and also book reviews, chronicles of scientific events, analytical and memorial materials. Quality is the main criterion for evaluating the provided research materials. The editors do not set any restrictions on the subject or research methods used.

There is **no charge or fees** requested for article submission. Once the manuscript is submitted, peer review starts. When the peer review is complete, the editor makes a final decision on (dis)approval for publication. With the positive decision only, the author will be requested to pay the **Article Processing Charges (APC)**.

Articles submitted to International Journal of Philology should represent original ideas and be outstanding in terms of novelty and relevance to the field(s). The editors will assume that the article once submitted has not previously been published and is not being considered for publication elsewhere.

International Journal of Philology Sections

The file should be submitted in*.doc or *.docx.

All non-text objects should be created with the Microsoft Word built-in tools, with elements grouped. Graphs and drawings should be of high quality, i.e., 600 dpi for graphs and 300 dpi for colour and BW drawings, respectively, that allow for editing, and formulas should be created via the Microsoft Equation editor.

Illustrations can be placed in the article itself; centered, no wrapping around the text image, to be submitted in a separate file in the JPG format.

All graphs, figures, tables and formulas should be numbered and presented after their referencing in the text, e.g., *as shown / indicated in Figure 1; (Table 1)*, etc.

The text of the article and metadata should be typed in Times New Roman, font 12 pt, single spacing – 1.0 pt, margin of 2 cm on each side, the width to be aligned, paragraph spacing of 1.0 cm.

Research Articles accepted for publication should not exceed 7,000 words and be at least 8 pages long, excluding metadata, i.e., title, abstract, keywords, a brief biodata. Tables, graphs, figures, and references make part of the manuscript.

Each manuscript should contain UDC and ***References***.

The metadata should be provided in the two languages – Ukrainian and English, in particular:

- (i) Full name, i.e., first and patronymic names, and surname of the author(s), scientific degree, academic ranking, job title, place of work or study including structural unit of the educational institution, i.e., department / faculty / institute, etc., ORCID, and e-mail,
- (ii) Title of the article: to be informative, appealing to the academia, and relevant,
- (iii) Abstract of at least 1,800 characters including spaces, along with the keywords, should highlight the research relevance, aim, methods, results and discussion that emphasize scientific novelty based on literature review and significance upon implementation of such research results;
- (iv) Keywords – from 4 to 7, in line with the research topic, no common words.

The metadata of the paper published may be retrieved through the Journal, the Journal's website and relevant Ukrainian and foreign information and scientometric databases.

Structuring

- **UDC** (left alignment, bold). To verify the UDC, please follow the link: <http://www.udcsummary.info/php/index.php?lang=uk&pr=Y>
- **Title** (in English and Ukrainian, centered, bold, in block letters)
- **First name and surname of the author(s)** (centered, bold);
- **Scientific degree**, academic ranking, job title, department and place of work (in English and Ukrainian).
- **E-mail**
- **ORCID** of the author(s)
- ***Affiliation, city, state*** (in English and Ukrainian, centered, in italics)

Abstract (in English). The abstract should be in Times New Roman, font *11 pt*,

italics, single spaced, up to 1,800 characters or 200 to 250 words. It should be concise, well-structured, written in high quality English (non-native English speakers are advised to proof-read the paper for linguistic accuracy as well), and reflect the main content of the research. Compositionally, the abstract follows the IMRAD principle (Introduction, Methods, Results and Discussion). Introduction states the problem and highlights the relevance of the research; methods explain the approach to and techniques of the research; Results discuss the main findings; Conclusions are briefly followed by perspectives of further research. The content of the abstract should be clear presenting the main idea of the article. The active rather than passive voice prevails, e.g., *The study tested*, not *It was tested in this study*, etc.

Keywords: 4–7 words / word combinations should reflect the content of the article (*11 pt, italics, single spaced*) and not repeat the words from the title.

Introduction should state the problem and reflect the relevance, cite the known results from relevant literature review, indicate the aspects of the research problem that are yet to be resolved.

Literature Review. The paper should present the overview and analysis of relevant scientific findings from foreign and domestic publications, with a special focus on recognized English-worded papers in distinguished journals. Each name of a scientist must be accompanied by a corresponding reference to the source from the reference section. This section leads to determining the **Aim / Hypothesis** (hypotheses) of the research.

Materials and methods. These describe the study in detail in terms of methodology adopted, the conditions and place of the experiment, the criteria applied to select the phenomena under consideration, the main methods and techniques applied, with reference to the original sources, as well as the methods of statistical data processing if any and the respective results. The presented methodology should provide a complete picture of the progress of the research so that it can be repeated by other scientists using the same materials and methods.

Results and discussion. The results of the study provide the presentation and analysis of the findings by comparing and/or contrasting the research data, executed in the similar way to follow the well-known requirements set for manuscript publication in recognized international journals. Tables or graphical materials must be submitted with the results of statistical data processing. Sources and notes are placed directly under the tables and figures.

The use of personal pronouns, evaluative judgments, elements of the method description and direct repetition in the text of the data given in the tables and graphic material should be avoided. Digital results must be rounded according to the established rules, taking into account the average error of the experiment, the confidence interval or the distribution of values. Research results should be sufficiently justified, methodologically correctly presented, have novelty and practical value. Qualitative results encourage discussion and are an invitation to other scientists interested in the topic to

participate in it, justifying their vision of the problem.

Conclusions. This part of the manuscript summarizes the research findings and provides specific research results, up to 10 proposals at a time. The final sentence / paragraph completes the work by highlighting perspectives for further research.

Acknowledgments. This section is mandatory, it expresses gratitude to individuals or organizations for the technical assistance, ideas, financial (material) support, etc., thanks to which the research became possible. If the author does not express gratitude, he/she notes: *None*

Conflict of interests. This section is mandatory, it indicates the conflicts of interest between the authors, if there were any, or indicates that there are none. All potential sources of conflict of interest must be disclosed in the journal. A conflict of interest is any interest or relationship that could be perceived as affecting the objectivity of the author. The presence of a conflict of interest does not prevent publication. The corresponding author is responsible for acquainting all authors with this policy and collectively disclosing all relevant commercial and other relationships. Improper disclosure of a conflict of interest during article submission or during the review process may result in manuscript rejection. If there is no conflict of interest, the author notes: *None*.

References (in Ukrainian where the paper is laid out in Ukrainian)

References (in English, for the papers in English or Ukrainian)

Abstract (in Ukrainian)

Keywords (in Ukrainian)

Abstracts in Ukrainian and English / Polish should be identical in content and design.

Citations and References

1. The author(s) should reference all the sources cited, as well as materials used and/or the research results introduced in the text. In **References**, new sources, preferably for the last 3 years, should dominate in the list (50% of the sources indicated) whereas the works from publications indexed in Scopus / WoS databases should take at least 30% of the total.

2. References in the text to sources are indicated in round brackets according to APA 7th Referencing Style, for example: (Petriv, 2018; Petriv & Sydorenko, 2021; Smith, Grimm & Shell, 2022; Smith et al., 2021); if the page of the source is indicated, it is given through a colon (Petriv, 2022: 155).

3. That the author(s) ignores the requirements set to cite the borrowed text, e.g., no quotation marks for direct quotation, no reference(s) to sources, etc., may result in rejection for publication given that some fragments of the manuscript will be regarded plagiarism.

4. References to the works older than 10 years upon publication should be avoided or limited at the least.

Referencing

1. References to the paper in Ukrainian should be provided in both Ukrainian and English; references to the paper in English / Polish require no referencing in Ukrainian. The references in Ukrainian should comply with the Standard 8302:2015. The papers in English / Polish should follow the international bibliographic standard of APA 7th Referencing Style (for more details click the link: <https://apastyle.apa.org/style-grammar-guidelines/references/examples>).

2. References should contain at least 15 relevant entries, mainly for the last three years, including those indexed in the Scopus or Web of Science databases. The DOI index must be specified.

3. Each source in the references should correspond to the citation / mention in the text. Failure to keep to the requirement may lead to rejection for publication.

4. The author(s) may refer to their previously published works (self-quoting); self-citation should not exceed 10% of the total references.

Editorial Policies

We welcome the submission of original and previously unpublished works, those that are not being considered by other journals, including e-journals. The range of topics varies from modern, comparative historical and typological linguistics to literary criticism, terminology studies, social communications, linguo-synergetics, theory and methods of teaching foreign languages, pedagogical issues of education inside and outside Ukraine, etc.

The author(s) is/are fully responsible for the originality of the research, accuracy of the findings and references, analysis and processing of the statistics data, and spelling of proper names including geographical ones. The author(s) agree(s) to have the paper published with consent(s) to further access by third parties in open and publicly available sources.

The author(s) agree (s) to the collection and processing of personal data in accordance with Law of Ukraine no 2297-VI *On Protection of Personal Data*, as of 01 June 2010. The Journal's Editorial Board guarantees that personal data other than made publicly available in the paper will be solely used to enable the Editorial board to duly perform under the law and shall not be disclosed or transferred to third parties, accordingly.

The author(s) earning a scientific degree, e.g., Doctor of Philosophy, should also indicate the contact data of their supervisor.

Submissions

1. The author(s) send(s) an electronic package of documents to the Journal's Editorial Board through the **OJS** system. For submission, please follow the link <http://journals.nubip.edu.ua/index.php/Filol>

Please make sure to submit the files required:

- Brief biodata, and for papers in Ukrainian, please save the file as *Vidomosti_Panchenko.doc*; for papers in English / Polish, *Biodata_Panchenko.doc*, respectively,
- Consent to publication, transfer of copyright and observance of publication ethics (*Copyright_Panchenko.doc*),
- Manuscript in a file named as, for example, *Paper_Panchenko.doc*,
- Extended abstract of the article in the original language – Ukrainian / English / Polish, up to 1,800 characters, which is about 200–250 words, named, e.g., *Abstract_Panchenko.doc*,
- Under a circumstance the language of the manuscript is other than the mother tongue, full paper in the original language should accompany the manuscript file in order to keep to linguistic accuracy and assure no significant deviation and misinterpretation of research data occur.

2. After the editors receive and review the manuscript, the author(s) will receive a relevant notification by e-mail.

3. The Editor-in-Chief makes a final decision as to approval, rejection, editing, or additional revision of the paper for publication. The Editor may also decide on additional review when the opinions of the blind reviewers significantly differ.

4. The paper that fails to meet the requirements set to the structure and content of a manuscript, as well as plagiarism check will be rejected upon submission automatically.

Peer-reviewing

1. The review of the manuscript submitted for publication is carried out to determine the quality and relevance of its scientific material, keep to quality of high scientific and theoretical value of the Journal and select the most relevant scientific papers, which fit the aim and scope of the Journal.

2. To achieve the goal, the Journal exercises the blind (anonymous) peer review policy:

- ✓ The personal data of the author(s) cannot be disclosed to a reviewer,
- ✓ The personal data of reviewers cannot be disclosed to the author(s).

3. A manuscript submitted for publication will be subject to an initial examination whether or not it meets the requirements set for manuscripts as set out in the guidelines and evaluated by the Editorial Board.

4. The Editorial Board team conduct the primary peer review of a manuscript.

5. Upon technical examination, the Editor-in-Chief assigns the paper for blind

review. One of the two reviewers is a member of the Editorial Board and the other is an outstanding / recognized scholar in the relevant scientific field. The reviewers should enjoy academic reputation and be well-known experts in the relevant domain of knowledge and agree to review the submitted manuscript within a set timeframe. The reviewers should be expected to have publications in such field of research, preferably published in the last 5 years.

6. After an expert evaluation of the manuscript, the reviewer can recommend the following:

- (i) Accept the paper for publication,
- (ii) Recommend the author(s) to review the paper in order to edit it or make some minor or major changes, and
- (iii) Reject the paper and give relevant comments.

The Journal requests that reviewers complete the review form designed by the Editorial Board for comprehensive analysis of the manuscript and well-structured feedback.

7. Upon the decision of rejecting the manuscript for publication, the author(s) of the manuscript will receive a relevant notification and the comments for rejection.

8. Once the manuscript goes through all the stages of blind review successfully and the editors approve of it, the author(s) of the manuscript will receive a relevant notification with a request to pay APC and send a copy of the receipt to the Editorial Board in confirmation of the wire transfer.

9. The Editorial Board reserves the right to request an additional review in an ambiguous circumstance or immediately pass a decision as to acceptance, editing, and / or rejection of the manuscript.

The manuscript that fails to meet the requirements for publication – ethics, plagiarism check, lay-out, etc., will not be considered by the Editorial Board and be rejected automatically.

Example
(in Ukrainian)

UDC 502/504:316.77

DOI: <http://dx.doi.org/10.31548/philolog2022.0>

ФУНКЦІОНАЛЬНІ ПАРАМЕТРИ ЕКОЛОГІЧНОЇ КОМУНІКАЦІЇ

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Анотація.

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REFERENCES

Functional parameters of environmental communication

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Abstract

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Example
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FUNCTIONAL PARAMETERS OF ENVIRONMENTAL COMMUNICATION

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Ключові слова.