

## Requirements to manuscripts

The proposed articles should contain the results of the studies characterized by novelty and practical orientation. They should be available in the form of presentation for a wide range of readers and meet the scientific focus of the journal (economic and sociological researches).

The article should generally include the following aspects: the purpose of research; method and methodology of work, its results and the field of their application; conclusions. The findings may be accompanied by recommendations, suggestions and hypotheses, resulting from the contents of the article. When presenting the results of sociological research in the article, it is necessary to state the following information: methods and methodology; the date, place (territory) and organization which carried out the study; the structure of total population; the type, volume and sampling error; the description of methods of data collection and analysis. This information should be arranged according to one of the following options: in the special section (paragraph) of the article; directly in the text; in the footnote. When creating tables, it is necessary to specify, whether the percentage of persons is calculated out of the number of those who answered the question, or out of the total amount of respondents. References should demonstrate the author's professional outlook and the quality of the research.

Authors are responsible for the selection and authenticity of the facts, quotations, statistical and sociological data, proper names, place names and other information, as well as for ensuring that the article does not contain the data that cannot be liable to open publication.

The cost parameters in tables (diagrams) related to different time periods are usually represented in the form of comparable scores. If tables (diagrams) contain comparative data on some territories, kinds of economic activities, etc., they should be presented in rank order, indicating the period of ranking.

The volume of articles should be no more than 40 000 printed characters (1 author list), including spaces and footnotes, for doctorates and PhDs (including the co-authors having no degree). It should contain no more than 20 000 printed characters (0.5 AL) for the rest of the authors. Exceptions are possible only in terms of a preliminary agreement with the editorial board.

The author should send the text of the article and supporting information in printed form by mail (1 copy on one side of the sheet) and identical materials by e-mail. The printed copy must be signed by the author(s).

The text of the article is sent in MS Word format, in accordance with the following parameters: headset Times Roman, font size – 14-point type, line spacing – 1.5, footnotes in Arabic numerals are placed at the end of the text in the order mentioned in the text. Graphs and charts for an electronic version of the articles are performed in MS Excel. They should be done in a separate file, which must contain not only the graphics, but initial data (tables). Flowcharts are drawn in MS Word or MS Visio.

The article should be assigned **the UDC index** (it is located above the title of the article).

The article should be accompanied by **the abstract** (600–700 printed characters; the summary is supposed to contain the following aspects: statement of problem, research techniques and information resources, characteristic of basic research results, the ways of problem solving), **key words in the English and Russian languages, references**.

The works in references are arranged in alphabetical order, firstly in the Russian language, then – in English (other languages – in Latin). When the author makes reference to the work, it is necessary to give its number in square brackets.

**Information about authors** is attached to the article in a separate file. It should contain the title of the article (**in Russian and English**), surname, name and patronymic (in full), academic degree, academic rank, full name and address of the organization – the place of employment, work status, telephone and fax numbers, e-mail address and mailing address for correspondence.

The electronic version of the article should include author's color photo (print size – 4x6 cm; file type – TIF (preferred) or JPEG; photo format – 300 dpi).

In accordance with the requirements of the Civil Code of the Russian Federation the authors and the editorial board of the journal should conclude a License agreement enclosed by the Product acceptance and conveyance certificate. These documents are drawn up on the form below and signed by all authors of the article. They should be submitted to the editorial board along with the text of the article. A copy of the agreement signed by the editorial board will be sent to the authors by mail with a copy of the author's journal issue.

Manuscripts should be sent by mail to: 56A Gorky Street, Vologda, 160014, Russia, ISEDT RAS, the editorial board, marked “for publication in the Journal “Economic and Social Changes: Facts, Trends, Forecast”, and to **e-mail:** common@vscc.ac.ru. Fax (8172) 59-78-02. Tel. (8172) 59-78-31.

It is obligatory to refer to the journal at full or partial reprint of manuscripts in another publication.

All manuscripts are liable to reviewing. If a reviewer has any questions, the article is returned for revision.

Delivery date of the article is the date when the editorial board receives the final version of the article. The editors reserve the right to make editorial changes and cuts that do not distort the meaning of the article.

Since 2010, the journal has opened a rubric “Young researchers”, which publishes manuscripts of postgraduate students. The article should be written without co-authors. It must be certified by a research supervisor and recommended by the research organization to which the postgraduate student is assigned.

***Attention! In cases these requirements are not met the article is not considered by the editorial board.***

Electronic version of the journal is available at: <http://esc.vscc.ac.ru>.