HACETTEPE UNIVERSITY
JOURNAL OF TURKISH STUDIES (HUTAD)

Aim and Scope

Hacettepe University Journal of Turkish Studies (HUTAD), is a referred journal published semi annually since 2004, by the Institute of Turkish Studies at Hacettepe University. The Journal covers theoretic and/or practical studies on historical, linguistic, corporate, social, cultural, economic, political aspects related to Turkish Studies as well as contemporary issues in an interdisciplinary approach.

Evaluation

The articles sent to the journal for publication are scanned with the Turnitin program and their similarity indexes are checked. Articles with a similarity rate of more than 10% are not accepted to the journal. Those with a similarity rate of less than 10% and those found suitable as a result of the preliminary evaluation of the Editorial Board are sent to two field experts, with the name of the author hidden, to be reviewed and reported. In line with double-blind review, authors cannot see referee names and referees cannot see author names under no circumstances. In cases where both reports are positive, the article is accepted to the journal; If one of the reports is negative, the opinion of a third expert is sought. Articles, for which two negative reports have been issued, cannot be published in the journal. Authors are expected to take the criticism, evaluation and suggestions of the Editorial Board or experts into account; however, the authors also have the right to examine the reports and express their own opinions. Referee reports are kept for a period of two years. Articles sent to the journal are not returned whether they are published or not. The authors bear full responsibility for their opinions expressed in published articles.

In the preliminary evaluation process, firstly, it is checked whether the articles have been published elsewhere, whether they are technically compliant with the journal rules and their similarity rates. At this stage, articles with a similarity rate below 10% but requiring correction in terms of form are sent back to the authors, and after the authors make the necessary corrections, the articles are taken to the preliminary evaluation stage again.

Articles that pass the preliminary evaluation are refereed at the monthly Editorial Board meetings. Thus, the evaluation process starts with at least two referees in accordance with the principle of double blind refereeing.

The Editorial Board decides which issue to publish the manuscripts with positive referee evaluations according to the subject distribution, arrival and acceptance dates. After all articles to be published are proofread in Turkish and English, they go through technical control and layout stages and authors are

requested to approve the final versions of their articles and to sign and send the Copyright Transfer letter.

General Rules

Contact: Authors should use the following address for their communication with the Journal:

> Hacettepe University
> Institue of Turkish Studies
> Beytepe Campus 06532 Ankara
> Tel: + 90.312.2977182 / 2976771
> Fax: + 90.312.2977171
> E-mail: hutad@hacettepe.edu.tr / hacettepehutad@gmail.com
> HUTAD Web Page: http://hutad.hacettepe.edu.tr

Important Points to be Considered by the Authors

The articles should be sent to the address https://dergipark.org.tr/tr/pub/turkiyat. The authors should indicate their affiliation, titles, contact information and ORCID number at the bottom of first page of articles. The type fonts (PC – compliant) used in the texts that consist of special translation writings should be added to the e-mail message.

In addition, authors should indicate in the footnote that they comply with all the rules of the Committee on Publication Ethics (COPE), and in articles with two authors, the Authors' Contribution Ratio and if there is a statement that the authors want to make about their article, they should write the information about it in the footnote on the first page of the article.

Articles sent to HUTAD should not been previously published or sent to another journal. Papers presented at a scientific meeting can be accepted provided that they are separately stated and have not been published before. On the first page of the article, it should be stated on which date, in which event the paper was presented and that it has not been published anywhere else. More than one author name may be accepted in interdisciplinary studies. However, the contribution rate of all of them should be indicated.

In our journal, more than one work of an author in the same period is not evaluated. In addition, the same author's article will not be published for two consecutive issues.

The article volume should not exceed 8,000 words at most in the application. Article appendices with a reasonable word count can be excluded from the 8000-word limit.

In articles derived from a thesis, if the author has written the article together with his/her advisor, he/she can add the name of the advisor as an author by specifying the contribution rate. In the footnote, it should be stated that the work is derived from the thesis.

More than one author name may be accepted in interdisciplinary studies. However, the contribution rate of all of them should be indicated.

Title: Not longer than 12 words, the title should be written in bold and capital letters. The translation in English should be accurate and placed above the English abstract in bold and small letters with capitalised initials.

Author's Name: The name and the surname in bold and italic capitals should be written in the middle under the title. The authors should indicate their affiliation, titles, contact information and ORCID number at the bottom of first page of articles. The authors should indicate the name of the author in the footnote.

Abstract: It should be between 100 and 200 words and prepared in a manner that reflects the article's content. In the abstract, there should not be any quotation, source material, form and chart. Two abstracts, one in Turkish and one in English, should be prepared for each article; for articles prepared in English, the order of the abstracts should be English and Turkish. It should be written in 10-point font, indented 1cm from the left. They should be identical in terms of content

Key words: At least 5, at most 10 key words should follow the abstract, written in Turkish, English.

Article Text: The texts should have width 16,5 cm and height 23,5 cm written single-spaced and with 11 point letter size. The indent should be 2cm and page numbers begin in the second page (considering the title page as the first page) and by selecting the different option on the first page in the word program.

Paragraphs should not be indented at the beginning and paragraph breaks should not be spaced with the enter key. In order to leave a space between paragraphs, 6nk spacing should be given before and after the paragraph tab in the word program.

Subheadings

Second level headings should be written in bold and lowercase letters with capitalized initials, in 11-point font, and numbered. Third level and lower level headings should be written with capitalized initials, lowercase letters, 11-point font, and numbered. Attention should be paid to

numbering in the titles. Introduction, conclusion and bibliography should not be numbered.

Language and Writing

The language of *Hacettepe University Journal of Turkish Studies* is Turkish, but upon Editorial Board approval, articles in Turkic Languages, and English are published up to one third of the journal. Articles written in Turkish ought to be follow the rules of the Turkish Language Association's Dictionary.

Citation/Bibliography: References and quotations follow the APA system. Citation for quotations and references should be shown using the short citation system in the text, in other words (Tekin, 1988, s. 68), (Davletov, 2008, ss. 83-85), not in a footnote style and the bibliography should be arranged at the end of the article in alphabetical order and with the whole tag. Interviews include the persons' name and surname and the date and place the interview was held. When electronic source material is used, the date accessed should definitely be indicated.

Quotations

1- In Quotations Less Than Five Lines

If quoting directly from a work, the author should include the year of publication and the page number for the reference. It should be noted that the abbreviation "p." should be used for a single page, "ss." should be used for multiple pages, and in the case of double page citations, a hyphen should be placed between the page numbers if the page range is to be specified; if two different pages are quoted, a comma should be placed between the page numbers.

If a statement starting with the author's name is used before the citation, only the publication date and page number should be given in parentheses since the author's name is given.

If the statement does not begin with the author's name, the author's surname, year of publication and page number should be given in parentheses at the end of the quotation sentence and a full stop should be placed at the end of the parenthesis.

2- Quotations longer than five lines

Block quotations should be written independently from the text, indented one centimeter from the right and left, in Times New Roman in 10-point font size, and quotation marks should not be used.

3- In quotations from sources that do not contain page numbers, another logical identifier should be cited. For example, a paragraph, a chapter number, a table

number. In older works (such as religious texts), special identifiers such as verse numbers can be used. In short, page numbers should be replaced by an alternative that makes sense for your source.

Footnote: General clarifications apart from quotations are given in numbered footnotes. The footnotes should be written in letter point size 10 and appear on the relevant page.

Tables and Graphics: Each table should have be numbered and bear a name title. The explanation for symbols should be shown right under the table. The graphic explanations should be numbered and arranged in order. The tables and the graphics that are prepared should not exceed the signified page sizes and they should be properly put in the relevant text sections.

Pictures to be published should be either professional drawings or photographs. The number of graphics, the author and the 'topic' should be clearly pointed out following each graphic. Their last digitalised two-coloured-white/black- and colourful pictures' resolution should be 300dpi whereas line drawings should be 800-1200 dpi. The pictures added to the article are required to be in the .gif and .jpeg formate.

Copyright

The author agrees that he/she has transferred the copyright of his/her published article to *Hacettepe University Journal of Turkish Studies.* Articles or part of them cannot be reproduced without the written permission of the publisher. Third parties can quote articles, pictures and shapes provided that they will give full reference. Permission for the copy of the pictures, tables, and shapes are the exclusive right of the author.

Fee Policy

Our journal does not charge any fee from the authors in any process.

Bibliography Examples

1- Single author

Ahmed, S. (2012). *On Being İncluded: Racism And Diversity In İnstitutional Life*. Duke University Press.

2- Two Authors

Soto, C. J. ve John, O. P. (2017). The Next Big Five İnventory (BFI-2): Developing and Assessing a Hierarchical Model with 15 Facets to Enhance Bandwidth, Fidelity and Predictive Power. *Journal of Personality and Social Psychology*, *113*(1), 117-143. http://dx.doi.org/10.1037/pspp0000096

3- Three to Twenty Authors

> Nguyen, T., Carnevale, J. J., Scholer, A. A., Miele, D. B. ve Fujita, K. (2019).

4- More Than Twenty Authors

> Pegion, K., Kirtman, B. P., Becker, E., Collins, D. C., LaJoie, E., Burgman, R., Bell, R., DelSole, R., Min, D., Zhu, Y., Li, W., Sinsky, E., Guan, H., Gottschalck, J., Metzger, E. J., Barton, N. P., Achuthavarier, D., Marshak, J., Koster, R., … Kim, H. (2019). The Subseasonal Experiment (SubX): A Multimodel Subseasonal Prediction Experiment. *Bulletin of the American Meteorological Society*, *100*(10), 2043-2061. https://doi.org/10.1175/BAMS-D-18-0270.1

5- Group Author

> Merriam-Webster. (2008). Braggadocio. *Merriam-Webster's Advanced Learner's English Dictionary*. Merriam-Webster.

6- When a work has multiple layers of group authorship (e.g. The Office of the Historian, which is a part of the Department of State, publishes something), list the most specific agency as the author and the parent agency as the publisher.

> Bureau of International Organization Affairs. (2018). U.S. Contributions to International Organizations, 2017 [Annual report]. U.S. Department of State. https://www.state.gov/u-s-contributions-to-international-organizations/

7- Unknown Author

When the work does not have an author move the title of the work to the beginning of the references and follow with the date of publication. Only use "Anonymous" if the author is the work is signed "Anonymous."

> Merriam-Webster's Collegiate Dictionary (11th ed.). (2003). Merriam-Webster.

When your essay includes parenthetical citations of sources with no author named, use a shortened version of the source's title instead of an author's name. Use quotation marks and italics as appropriate.

> For example, (Merriam-Webster's, 2003).

8- Two or More Works by the Same Author

Use the author's name for all entries and list the entries by the year (earliest comes first). List references with no dates before references with dates.

> Urcuioli, P. J. (t.y.).

Urcuioli, P. J. (2011).

Urcuioli, P. J. (2015).

9- When an author appears both as a sole author and, in another citation, as the first author of a group, list the one-author entries first.

Agnew, C. R. (Ed.). (2014). *Social Influences on Romantic Relationships: Beyond the Dyad*. Cambridge University Press.

Agnew, C. R. ve South, S. C. (Ed.). (2014). *Interpersonal Relationships and Health: Social and Clinical Psychological Mechanisms*. Oxford University Press.

10- References that have the same first author and different second and/or third authors are arranged alphabetically by the last name of the second author, or the last name of the third if the first and second authors are the same.

Arriaga, X. B., Capezza, N. M., Reed, J. T., Wesselman, E. D. ve Williams, K. D. (2014). With Partners Like You, Who Needs Strangers?: Ostracism Involving a Romantic Partner. *Personal Relationships*, *21*(4), 557-569.

Arriaga, X. B., Kumashiro, M., Finkel, E. J., VanderDrift, L. E. ve Luchies, L. B. (2014). Filling the Void: Bolstering Attachment Security in Committed Relationships. *Social Psychological and Personality Science*, *5*(4), 398-405.

11- Two or More Works by the Same Author in the Same Year

Berndt, T. J. (2004a). Children's Friendships: Shifts Over a Half-century in Perspectives on Their Development and Their Effects. *Merrill Palmer Quarterly*, *50*(3), 206-223.

Berndt, T. J. (2004b). Friendship and Three A's (Aggression, Adjustment, and Attachment). *Journal of Experimental Child Psychology*, *88*(1), 1-4.

12- Introductıons, Prefaces, Forewords and Afterwords

Cite the publishing information about a book as usual, but cite Introduction, Preface, Foreword, or Afterword (whatever title is applicable) as the chapter of the book.

Lang, J. M. (2018). Giriş. Dujardin, G., Lang, J. M. ve Staunton, J. A. (Ed.), *Teaching the Literature Survey Course* içinde (ss. 1-8). Batı Virginia Üniversitesi Yayınları.

13- Articles in Periodicals

Author, A. A., Author, B. B. ve Author, C. C. (Year). Title of article. *Title of Periodical*, *volume number*(issue number), pages. https://doi.org/xx.xxx/yyyy

14- Article in Print Journal

> Scruton, R. (1996). The Eclipse of Listening. *The New Criterion*, *15*(3), 5-13.

15- Article in Electronic Journal

As noted above, when citing an article in an electronic journal, include a DOI if one is associated with the article.

> Baniya, S. ve Weech, S. (2019). Data and Experience Design: Negotiating Community-Oriented Digital Research With Service-Learning. *Purdue Journal of Service-Learning and International Engagement*, *6*(1), 11-16. https://doi.org/10.5703/1288284316979

DOIs may not always be available. In these cases, use a URL. Many academic journals provide stable URLs that function similarly to DOIs. These are preferable to ordinary URLs copied and pasted from the browser's address bar.

> Denny, H., Nordlof, J. ve Salem, L. (2018). "Tell me Exactly What it was that I was Doing that was so Bad": Understanding the Needs and Expectations of Working-class Students in Writing Centers. *Writing Center Journal*, *37*(1), 67-98. https://www.jstor.org/stable/26537363

16- Article in a Magazine

> Peterzell, J. (1990, April). Better Late Than Never. *Time*, *135*(17), 20-21.

17- Article in a Newspaper

> Schultz, S. (2005, December 28). Calls Made to Strengthen State Energy Policies. *The Country Today*, 1A, 2A.

18- Review

> Baumeister, R. F. (1993). Exposing the Self-knowledge Myth [R. A. Wicklund ve M. Eckert tarafından yazılan The Self-knower: A Hero Under Control başlıklı kitabın incelemesi]. *Contemporary Psychology*, *38*(5), 466-467.

19- Basic Format for Books

Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle. Publisher Name. DOI (if available)

> Stoneman, R. (2008). *Alexander the Great: A Life in Legend*. Yale University Press.

20- Edited Book, No Author

Editor, E. E. (Ed.). (Year of publication). Title of work: Capital letter also for subtitle. Publisher. DOI (if available)

> Leitch, M. G. ve Rushton, C. J. (Ed.). (2019). *A New Companion to Malory*. D. S. Brewer.

21- Edited Book With an Author or Authors

Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle (E. Editor, Ed.). Publisher. DOI (if available)

> Malory, T. (2017). Le Morte Darthur (P. J. C. Field, Ed.). D. S. Brewer. (Eserin Orijinal Tarihi 1469-70)

22- A Translation

Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle (T. Translator, Trans.). Publisher. (Original work published Year) DOI (if available)

> Plato (1989). *Symposium* (A. Nehamas ve P. Woodruff, Trans.). Hackett Publishing Company. (Original work published ca. 385-378 BCE)

Note: When you cite a republished work, like the one above, in your text, it should appear with both dates: Plato (385-378/1989)

23- Edition Other Than the First

Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle (# edition). Publisher. DOI (if available)

> Belcher, W. (2019). *Writing Your Journal Article in Twelve Weeks: A Guide to Academic Publishing Success* (2. bs.). University of Chicago Press.

24- Article or Chapter in an Edited Book

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In E. E. Editor & F. F. Editor (Eds.), Title of work: Capital letter also for subtitle (pp. pages of chapter). Publisher. DOI (if available)

Note: When you list the pages of the chapter or essay in parentheses after the book title, use "pp." before the numbers: (pp. 1-21). This abbreviation, however, does not appear before the page numbers in periodical references. List any edition number in the same set of parentheses as the page numbers, separated by a comma: (2nd ed., pp. 66-72).

> Armstrong, D. (2019). Malory and Character. M. G. Leitch ve C. J. Rushton (Ed.), *A New Companion to Malory* içinde (ss. 144-163). D. S. Brewer.

25- Multivolume Work

Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle (Vol. #). Publisher. DOI (if available)

> David, A. ve Simpson, J. (Ed.). (2006). *The Norton Anthology of English Literature: The Middle Ages* (8. bs., C. A). W. W. Norton and Company.

26- Dictionary or Encyclopedia With a Group Author

Name of institution or organization. (Year). Title. In the title of the work (edition, page number). Publisher name.

> Merriam-Webster, Incorporated. (1997). Goat. *Merriam Webster's Collegiate Dictionary* içinde (10. bs., ss. 499-500). Merriam-Webster, Incorporated.

27- Dictionary or Encyclopedia With an Individual Author

Lastname, F. M. (Year). Title of entry. In F. M. Lastname (ed.), *Title of reference work* (edition, page numbers). Publisher.

> Tatum, S. R. (2009). Spirituality and Religion in Hip Hop Literature and Culture. T. L. Stanley (Ed.), *Encyclopedia of Hip Hop Literature* içinde (ss. 250-252). Greenwood.

28- Secondary Source

Provide the source in which the original work was referenced:

> Nail, T. (2017). Asamblaj nedir? *SubStance*, *46*(1), 21-37. http://sub.uwpress.org/lookup/doi/10.3368/ss.46.1.21

Note: Provide the secondary source in the references list; in the text, name the original work, and give a citation for the secondary source. For example, if Deleuze and Guattari's work is cited in Nail and you did not read the original work, list the Nail reference in the References. In the text, use the following citation:

> Deleuze ve Guattari'nin asamblaj kavramı (Nail, 2017, s. 6'dan aktarıldığı şekliyle)...

29- Dissertation or Master's Thesis, Published

Lastname, F. M. (Year). Title of dissertation/thesis (Publication No.) [Doctoral dissertation/Master's thesis, Name of Institution Awarding the Degree]. Database or Archive Name.

> Angeli, E. L. (2012). *Networks of Communication in Emergency Medical Services* (Publication No. 3544643) [Doctoral dissertation, Purdue University]. ProQuest Dissertations Publishing.

Note: If the dissertation or thesis is not published in a database, include the URL of the site where the document is located.

30- Dissertation or Master's Thesis, Unpublished

Lastname, F. M. (Year). *Title of dissertation/thesis* [Unpublished doctoral dissertation/master's thesis]. Name of Institution Awarding the Degree.

> Samson, J. M. (2016). *Human Trafficking and Globalization* [Unpublished doctoral dissertation]. Virginia Polytechnic Institute and State University.

31- Conference Proceedings

The 7th edition of the APA manual does not provide guidance on citing conference proceedings. Therefore, this citation models that of an edited collection, which is similar in format.

Lastname, F. M., & Lastname, F. M. (Eds.). (Year). *Title of Proceedings*. Publisher. URL (if applicable)

> Huang, S., Pierce, R. ve Stamey, J. (Ed.). (2006). *Proceedings of the 24th Annual ACM International Conference on the Design of Communication*. ACM Digital Library. https://dl.acm.org/citation.cfm?id=1166324&picked=prox

32- Web Sayfası

If the page names an individual author, cite their name first. In addition, since web pages are updatable, access dates should also be indicated.

> Lastname, F. M. (Year, Month Date). *Title of page*. Site name. URL

> Price, D. (2018, Mart 23). *Laziness does not Exist*. Medium. 05.05.2023 tarihinde https://humanparts.medium.com/laziness-does-not-exist-3af27e312d01 adresinden erişildi.

If the resource was written by a group or organization, use the name of the group/organization as the author. Additionally, if the author and site name are the same, omit the site name from the citation.

Group name. (Year, Month Date). *Title of page*. Site name. URL

American Society for the Prevention of Cruelty to Animals. (2019, November 21). *Justice Served: Case Closed for Over 40 Dogfighting Victims*. 10.03.2020 tarihinde https://www.aspca.org/news/justice-served-case-closed-over-40-dogfighting-victims adresinden erişildi.

If the page's author is not listed, start with the title instead. Additionally, include a retrieval date when the page's content is likely to change over time (like, for instance, if you're citing a wiki that is publicly edited).

Title of page. (Year, Month Date). *Site name*. Retrieved Month Date, Year, from URL

Tuscan White Bean Pasta. (2018, Şubat 25). Budgetbytes. 18 Mart 2020 tarihinde https://www.budgetbytes.com/tuscan-white-bean-pasta/ adresinden erişildi.

If the date of publication is not listed, use the abbreviation (t.y.).

Author or Group name. (t.y.). *Title of page*. Site name (if applicable). URL

National Alliance on Mental Illness. (n.d.). *Mental Health Conditions*. https://www.nami.org/Learn-More/Mental-Health-Conditions

33- Online Scholarly Journal Article: Citing DOIS

Lastname, F. M. (Year). Title of article. *Title of Periodical*, *volume number*(issue number), pages. https://doi.org/xx.xxx/yyyy

Drollinger, T., Comer, L. B. ve Warrington, P. T. (2006). Development and Validation of the Active Empathetic Listening Scale. *Psychology & Marketing*, *23*(2), 161-180. https://doi.org/10.1002/mar.20105

34- Article From an Online Periodical With No DOI Assigned

If an online scholarly journal article has no DOI and is published on a website, include the URL. If an online scholarly article has no DOI and is published on a database, do not include a URL or any database information. The only exception is for databases that publish articles that are in limited circulation (like ERIC) or that are only available on that particular database (like UpToDate). Note that retrieval dates are required for unarchived sources that are likely, or intended, to change over time.

Perreault, L. (2019). Obesity in adults: Role of Physical Activity and Exercise. *UpToDate*. 12 Ocak 2020 tarihinde https://www.uptodate.com/contents/obesity-in-adults-role-of-physical-activity-and-exercise adresinden erişildi.