*Araştırma Makalesi / Research Article*

**English Title of the Manuscript[[1]](#footnote-1)\***

**Yazar Adı Soyadı[[2]](#footnote-2)1, Yazar Adı Soyadı[[3]](#footnote-3) , Yazar Adı Soyadı[[4]](#footnote-4)**

**Abstract**

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***Keywords:*** *English keywords. (3-5 keywords should be written)*

**Çalışmanın Türkçe Başlığı**

**Öz**

Bu kısma çalışmanın özü yazılacaktır. Dergide yayımlanmak üzere gönderilecek makalelerin Türkçe ve İngilizce özlerinin 150-200 kelimeyi aşmaması gerekmektedir. Bu kısma çalışmanın özü yazılacaktır. Dergide yayımlanmak üzere gönderilecek makalelerin Türkçe ve İngilizce özlerinin 150-200 kelimeyi aşmaması gerekmektedir. Bu kısma çalışmanın özü yazılacaktır. Dergide yayımlanmak üzere gönderilecek makalelerin Türkçe ve İngilizce özlerinin 150-200 kelimeyi aşmaması gerekmektedir. Bu kısma çalışmanın özü yazılacaktır. Dergide yayımlanmak üzere gönderilecek makalelerin Türkçe ve İngilizce özlerinin 150-200 kelimeyi aşmaması gerekmektedir. Bu kısma çalışmanın özü yazılacaktır. Dergide yayımlanmak üzere gönderilecek makalelerin Türkçe ve İngilizce özlerinin 150-200 kelimeyi aşmaması gerekmektedir. Bu kısma çalışmanın özü yazılacaktır.

***Anahtar Kelimeler:*** *Türkçe, Anahtar, Kelimeler. (3-5 anahtar kelime yazılmalıdır****)***

It is expected that the articles you will send to our journal will be prepared according to this template. Articles that do not comply with the following spelling and format rules will be rejected at the preliminary examination stage.

The article, including the bibliography and endnotes, should not exceed 8,000 words, and should be arranged in an A4 size Word file with 3 cm from the left, 3 cm from the right, 3.5 cm from the top and 4 cm from the bottom, and 6 pt before and after the paragraph. The article should be written in calibri style and 11 points.

Paragraph line spacing should be at least 12nk, no spaces should be left between paragraphs with "enter". When using bullet points in paragraphs, the text indent should be set to 1 cm.

1. **TITLE**

**1.1. Subtitle**

Subtitles of the article should be written in lowercase letters, the first letter being uppercase, bold and starting from the left margin.

1. **EQUATIONS**

The sequence number to be given to the equations should be placed in parentheses on the right of the page. If the derivation of the equations is not clearly shown in the article, the derivation process should be given on a separate page for the evaluation of the referees.

1. **FIGURE AND TABLE LAYOUT**

Tables and figures should be titled and numbered. Titles should be above tables, figures, and graphics. References should be written under tables, figures, and graphics. Decimal fractions in numbers should be separated by periods.

Your tables should be arranged in accordance with the examples below. All your tables should be auto-fitted in the window.

Calibri 10 points should be used for text and number in tables. Paragraph spacing should be 3nk before and after, and line spacing should be at least 12nk.

**Table 1: Example of Table**

|  |  |  |
| --- | --- | --- |
| **Years** | **Data 1** | **Data 2** |
| 2021 | 100 | 2000 |
| 2020 | 200 | 3000 |
| 2019 | 300 | 4000 |

Reference:

In cases where the tables are very wide, they can be positioned horizontally.

**Table 2: Example of Horizontal Table**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 2020 | 6 |  |  |  |  |  |  |
| 2019 | 5 |  |  |  |  |  |  |
| 2018 | 4 |  |  |  |  |  |  |
| 2017 | 3 |  |  |  |  |  |  |
| 2016 | 2 |  |  |  |  |  |  |
| 2015 | 1 |  |  |  |  |  |  |

1. **Footnotes (if any)**

Footnotes should be added at the end of the article, before the bibliography.

**5. Author Statement**

Information such as the authors' contribution rate to the article, acknowledgment, declaration of interest, ethical committee statement when necessary, and the project number, if any, should be given after the main text and before the bibliography.

**AUTHOR STATEMENT**

**Statement of Research and Publication Ethics**

This study has been prepared in accordance with scientific research and publication ethics.

**Ethics Committee Approval**

*For this research, the Ethics Committee of the University of .......................................... Ethics committee approval was obtained with the date of ............... and the decision numbered ..................*

*(If "Ethics Committee Approval" is required for the research, information about the permission (name of the board, date and number) should be written in the method section and also in this section. In case reports, information about signing the informed consent/consent form should be included in the article*).

**Author Contributions**

Author Name, Surname: Contribution rate (20%, 30%,....80%)

Author Name, Surname: Contribution rate (20%, 30%,....80%)

The authors contributed equally to the study.

If you want, you can choose from the following key fields for each author. (Multiple fields can be selected).

***Key Contributions***

Research Idea Generation, Research Design, Literature Review, Methodology / Data Collection, Data Analysis, Article Writing, Review and Control

**Conflict of Interest**

There is no conflict of interest for the authors or third parties arising from the study.

**Statement of Support**

This study was supported by the project no ………………… of institution ………….

**Acknowledgement**

1. **References**

All sources cited in the text should be listed in alphabetical order.

1. **In-Text Citation and Citations**

All sources cited in the text should be cited in the bibliography, and uncited sources should not be included in the bibliography. References should be written in alphabetical order by surname on a separate page. Page numbers of articles in journals and reviews should be specified.

APA (American Psychological Association) reference style should be used for in-text citation and reference. In-text citations and references should be made according to APA version 7. Some examples are given below. For other cases, you can use the link below:

American Psychological Association. (2020). Publication Manual of the American Psychological Association (7th ed.). Washington, DC: APA.<https://apastyle.apa.org/>

References should be made with parentheses to be opened in the text. The order in parentheses should be: Author(s) surname, year of reference, page numbers. (Page numbers are required for only direct citations)

According to APA 7, for citations with 1 or 2 Authors, the names of the authors should be included in each in-text citation.

According to APA 7, for citations with 3 or more authors, each citation should be cited as (First author’s last name, et al., year), including the first in-text citation.

Examples of different situations that may be encountered are as follows:

.......has been expressed (Wilson, 2011).

......has been expressed (Watson & Hassett, 2003).

......specified (Wollmann et al., 2012).

Page numbers should be indicated in *direct* quotations.

......Dollery (2008a, p.15) argues.

......(Wollmann et al., 2012, p.126).

**Studies by Institutional Organizations**

**First reference**

(Turkish Statistical Institute [TUIK], 2020)

(World Trade Organization [WTO], 2020)

**Second and subsequent citations**

(TUIK, 2020)

(WTO, 2020)

**If the citation is in a sentence**

**First reference**

Turkish Statistical Institute (TUIK, 2020)

World Trade Organization (WTO, 2020)

**Second and subsequent citations**

TUIK (2020)

WTO (2020)

**References**

**Journals:**

According to the APA 7 version, the references for the articles are generally as follows.

Author's Surname, Author's First Letter., Second Author's Surname, First Letter & Third Author's Surname, First Letter (Year). The title of the article. Name of Journal, volume(issue), pages. <https://doi.org/xx.xxx/yyyy>

According to APA 7, the first letter of the title of the study should be capitalized and the rest should be lowercase. The first letters of the journal names should be capitalized.

The volume number should be written in italics and the issue number should be written in normal font.

In the bibliography, the following exemplary format rules should be followed:

**Single Authors**

Goldsmith, M. (1993). The Europeanisation of local government. *Urban Studies*, *30*(4), 683-699.

**Article by Two Authors**

Krugman, P., & Venables, AJ (1995). Globalization and the inequality of nations. *The Quarterly Journal of Economics*, *110*(4), 857–880. <https://doi.org/10.2307/2946642>

**Books:**

Panara, C., &M. Varney (2013). *Local government in Europe: The 'Fourth Level' in the EU Multilayered System of Governance.* Routledge.

**Unpublished Dissertations**

Harris, L. (2014). Instructional leadership perceptions and practices of elementary school leaders [Unpublished doctoral dissertation]. University of Virginia.

**Compilations:**

Krugman, P. (1995). The move toward free trade zones. In P. King (ed.), *International Economics and International Economic Policy: A Reader.* McGraw-Hill, Inc., 163-182.

Pollitt, C., & G. Bouckaert (2003). Evaluating public management reforms: An international perspective. In H. Wollmann (ed.), *Evaluation Public-Sector Reform: Concepts and Practice in International Perspective.* Edward Elgar Publishing, Inc., 12-35.

**Other Resources:**

Central Bank of the Republic of Turkey (2014). *Maximum interest rates applicable to credit card transactions.* Press Release. Retrieved September 5, 2014-6 from <https://www.tcmb.gov.tr>

**Database:**

Turkish Statistical Institute (2020). Income and living conditions survey. Retrieved 10 march 2022 from <https://data.tuik.gov.tr/Bulten/Index?p=Gelir-ve-Yasam-Kosullari-Arastirmasi-Bolgesel-Sonuclari-2020-37405>

1. \* This study is derived from the author’s Ph.D Thesis entitled “---------------------------------------------” completed under supervision ------------------------------------- at---------------------------------, Department of -------------------- on -------------------. [↑](#footnote-ref-1)
2. 1 Unvan, Kurum adres, e-posta, Yazar ORCID. [↑](#footnote-ref-2)
3. Unvan, Kurum adres, e-posta, Yazar ORCID [↑](#footnote-ref-3)
4. Unvan, Kurum adres, e-posta, Yazar ORCID

   **Atıf/Cite as:** [↑](#footnote-ref-4)