1. The title of the article in Turkish and other languages should be in line with the scope of the article and should reflect the subject of the article briefly, clearly, and sufficiently.
2. Articles should comply with grammar rules in terms of language and expression, and the spelling rules of the Turkish Language Association should be followed in the studies.
3. Figures, tables, photographs, and other documents used in the article should be prepared in accordance with scientific rules, selected according to the purpose and scope of the article, and there should be a simple and sufficient explanation under them in an understandable way.
4. The page dimensions of the journal should be set as 2.6 cm from the top, 2.2 cm from the bottom, 2 cm from the left, and 2 cm from the right. In Microsoft Office Word program, the page size should be 16x25 cm, and the inside should be written in "Bookman Old Style" font style with "11 points" and "Line Spacing: Full, Value: 14 pt" line spacing.
5. The Turkish abstract, English title of the article, English abstract, and keywords should be complete. They should be adjusted as 12 pt before and 6 pt after themselves. Abstracts and keywords should be placed immediately after the title. The abstract should be between 150 and 200 words; the keywords should be at least three and no more than five words. There should be at least 2 Jel Codes. The article should consist of at least 5000 words and at most 8000 words.
6. The dimensions given below should be considered in tables and special drawings. Paying attention to this measure will be appropriate to avoid shifts in tables and distortions in shapes.
7. The article title should be 12 pt, bold, all letters capitalized, and centered.

* The English title of the article should be 11 pt bold, only the first letter capitalized, and centered.
* The titles of Summary, Abstract, Keywords, and Jel Codes should be 10 pt, italic and their contents should be 9 pt.
* The names of the authors should be 11 pt, with the first names in lowercase and the last names in uppercase and right-aligned.
* The main headings should be 12 pt, bold, capitalized on both sides, and 12 pt before and 6 pt after themselves.
* The second, third, or fourth headings, if any, should be 11 pt, bold, left-aligned, only the first letters capitalized, and adjusted as 12 pt before and 6 pt after themselves.

1. In the text, line spacing should be full, 11 pt, and aligned on both sides, and there should be a space of 6 pt before and after the paragraphs.
2. Abbreviations should be written clearly and in their abbreviated form in parentheses when they are first introduced. In subsequent references, only the abbreviated form should be used.
3. A period should be placed after the table and figure number, and a title should be provided for the table or figure. The first word of each title should be capitalized (Example: Table 1. Per Capita Income by Year). If the table or figure is taken from another source, the source should be cited in italics and small font size below the table or figure, in accordance with the reference rules. Tables and figures should be prepared for black and white printing.
4. Double quotation marks should be used for direct quotations that do not exceed three lines in the text. Double quotation marks should not be used in the text for anything other than direct quotations.
5. When a long quotation (more than three lines) is taken from a source, it should be indented from both sides (0.5 cm) and written in 10-point font (without quotation marks). At the end of the quotation, the source from which it was taken should be provided in parentheses along with the page number.
6. Special terms and phrases in the text should be shown in "double quotation marks". If it is not a proper noun, the words inside the quotation marks should be written in lowercase. For words or phrases that need to be emphasized, single quotation marks or italics should be used instead of underlining or bolding.
7. Foreign words in the text should be written in italics. If the foreign term or phrase is also given in Turkish, it should be written in parentheses in italics.
8. If a number is one digit, it should be written in words, and if it has two or more digits, it should be written in numerals.
9. When numbering in the text, a period should be used instead of the suffixes "th/nd/rd".
10. The percentage symbol (%) should be used for the word "percent".
11. If a quotation is made from within another quotation, it should be referenced with the expression "cited by".
12. The results should be in line with the aim and scope of the research and should be given in summary form with the main lines and essence. The conclusion section should be formatted with 12 point font size, all caps, and 12pt spacing before and 6pt after.
13. The sources used in the article should be organized in accordance with the writing rules, every document mentioned should be included in the references section, and a bibliography should be added to the end of the study in accordance with the reference rules. The bibliography section should be formatted with 12 point font size, all caps, and 12pt spacing before and 6pt after.
14. The extended abstract should be at least 450 and at most 750 words long; it should clearly state the aim, problem, method, findings, and conclusions of the study in subheadings.
15. APA 6th edition rules should be applied for in-text citation and reference list. Examples of citation (reference) and reference list formatting are shown below.

**Single Author Books**

In Text:

(Işık, 2020: 75).

In the bibliography:

Işık, M. (2020). *Changing Managerial Typology: C-Level Managers*. Ankara Gazi Bookstore.

**Single author articles**

In Text:

(Erat, 2021: 123).

In the bibliography:

Erat, V. (2021). Governance in Public Administration Studies. *Bingöl University Journal of Social Sciences Institute* (BUSBED), 11(21), 121-135.

**Books with two authors**

In the text:

(Erat & Arap, 2016: 90).

In the bibliography:

Erat, V. & Arap, I. (2016). *Evolution of Science-Power Relationship in the World and Turkey*. Ankara: Notabene Publishing.

**Articles with two authors**

In the text:

(Uçar & Sezgin, 2021: 207)

In the bibliography:

Uçar, Z. & Sezgin, O. B. (2021). Perceived Overqualification: A Study of Scale Development, Reliability, and Validity. *Pamukkale University Journal of Social Sciences Institute*, 42, 196-208.

**Books with more than two authors**

In the text:

(Koçak et al., 2016: 101).

In the bibliography:

Koçak, Z., Demirtaş, M. & Taşkıran, H. (2016). *XIX. The Demographic Situation of Ahlat in the 21st Century*. Ankara: Night Library Publications.

**Articles with more than two authors**

In the text:

(İzci et al., 2021: 13)

In the bibliography:

Izci, F., Othman, N. & Ameen, S. H. (2021). The Importance of Staff Motivation in Improving Performance and Job Satisfaction in The Public Health Sector. *Journal of Academic Projection*, 6(2), 1-18.

**Compilation Publications**

In the text:

(Kalaycıoğlu and Sarıbay, 1986: 3)

In the bibliography:

Kalaycıoğlu, E. & A. Y. Sarıbay (Ed.) (2011). *Development of Turkish Political Life*. Istanbul: Beta Publishing.

**Articles included in compilation publications**

In the text:

(Mardin, 1986: 39).

In the bibliography:

Mardin, S. (1986). Extreme Westernization After the Tanzimat. *Development of Turkish Political Life*. (Ed. E. Kalaycıoğlu and A. Y. Sarıbay). Istanbul: Beta Publishing.

**Authorless/collective publications**

In the text:

(TODAIE, 1991: 101)

In the bibliography:

TODAIE (1966). Central Government Organization Establishment and Duties, Central Government Organization Research Project Report. Ankara: TODAIE Publication.

**Proceedings**

In the text:

(Akkoyunlu, 2007: 62)

In the bibliography:

Akkoyunlu, B. (2007). learning styles. Y. Tonta (Ed.) *Information Management National Symposium Proceedings* (pp. 51-71). Ankara: Hacettepe University.

**Thesis**

In the text:

(Demirkanoğlu, 2016: 13)

In the bibliography:

Demirkanoglu, Y. (2013). *Conservative Right and Women in Turkey: The Changing Political Panorama from Msp to Ak Parti.* (Unpublished PhD Thesis). Trabzon: Karadeniz Technical University.

**Report and Technical Texts**

In the text:

(Gencel Bek, 1998: 3).

In the bibliography:

Gencel Bek, M. (1998). *Mediscape Turkey* 2000 (Report No. 2). Ankara: BAYAUM.

**Web page**

In the text:

(MIPEX, 2015)

In the bibliography:

MIPEX. (2015). Access to Nationality. Retrieved 05 01, 2017 from Migrant Integration Policy: http://www.mipex.eu/access-nationality.

The content of the bibliography should be listed in order of surname and letter, without making any distinction between books and journals.