**Writing Rules**

**AUTHOR GUIDELINES**

**General Information**

• For article application, 3 individual files which are Manuscript File, Copyright Transfer File and Similarity Ratio File, must be filled in and uploaded to the system.

• Applications should include the contact information of the author and other authors to be contacted.

• The article checklist and cover page in the Manuscript File should be filled in completely.

• Each article is sent to at least two referees related to its subject and examined in terms of format, content, novelty, contribution to literature.

• If figures and tables from other publications are to be used in review articles, permission must be obtained from the publisher of the article to be cited. The information that permission has been granted from the publisher and whether the figures have been adapted or used directly should be mentioned in the figure caption. The relevant permission letter should be sent to journal@tenmak.gov.tr.

• After the deficiencies stated in the referee's comments are completed, it is brought to the final print format and the approval of the final version of the article is obtained from the authors. The responsibility of errors that may be found in the article as it is published in the journal belongs to the authors.

Manuscript

• Writing rules must be followed, during writing of the manuscript.

• Inclusive and scientific language must be used in the manuscript.

• Manuscript should not exceed 14,000 words for research articles and 22,000 words for review articles, including references.

• The manuscript should be written in Times New Roman 12 points without changing the page layout of the Manuscript File.

• The manuscript should be prepared with a word processor of Microsoft Office Word 2010 and above, and spelling errors should be checked and corrected.

• Abbreviations and symbols used in the manuscript must be explained when used fort he first time.

• Subheadings in the article should be numbered. Numbering should start at 1 for the main section and continue for all main headings (except the Summary, Acknowledgments and References and Appendices sections). Secondary titles continue as 1.1., 1.2., 1.3., ... in accordance with the main chapter numbering. The third headings continue as 1.1.1., 1.1.2., 1.1.3., ... in accordance with the second headings.

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• Signed Copyright Transfer File should be scanned and uploaded to the system.

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• The similarity ratio should not exceed 15%.

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**WRITING RULES**

**Title**

• The title of the manuscript should consist of a maximum of 15 words with standard abbreviations.

**Abstract**

• The abstract should not exceed 250 words.

• Non-standard abbreviations should be written in parentheses after their full explanation, when they are used for the first time.

**Keywords**

• A maximum of 5 keywords should be written in alphabetical order.

• Abbreviations should not be used as keywords.

**Introduction**

• The summary of the relevant literature, aim and novelty of the study, and the established hypothesis should be included.

• References should not be given in bulk and in intervals (example [1-5] or [1, 2, 3, 5, 8]), the contribution of each source to the study should be examined and stated in the text.

**Materials and Methods**

• If the study carried out is an experimental study, the test procedure/method should be clearly explained.

• If a theoretical study has been carried out, the theoretical method should be given in detail.

• If the method used in the study is a previously published method, the other study should be mentioned by citing.

**Results and Discussion**

• Obtained results should be given in a clear and concise manner.

• All of the results should be compared with the literature by citing.

• Tables should be numbered and in editable format.

• Figures in the manuscript should be numbered and have at least 300 dpi resolution. The texts on the figures should be in legible size and font. Accepted figure formats are TIFF, JPG, and JPEG.

**Conclusions**

• Main conclusions and inferences obtained from the study should be given concisely.

• Future perspectives of the study are given in this section.

**Acknowledgements**

• The financial resources provided and the infrastructure used during the study are specified in this section.

**Author Contributions**

• Contributions of each author must be stated.

• Contribution roles are as follows: conceptualization, data analysis, data curation, funding acquisition, methodology, project administration, sourcing, software analysis, supervision, validation, visualization, writing original draft, writing review and editing.

**References**

• DOI and ISBN numbers of printed sources should be specified.

• Website addresses (URLs) should not be given as a source. However, it can be specified after the data where a statistical data is mentioned in the text.

• The list of references should be numbered according to the order in which they are used in the text.

• References should be prepared in accordance with the rules of “APA Publication Manual, Seventh Edition”.

• References should be prepared in English. English equivalents of sources should be indicated in square brackets.

• APA format and examples can be found at the link below.

https://apastyle.apa.org/style-grammar-guidelines/references/examples

**Appendices**

• Appendices in the manuscript must be named as Appendix A (Appendix A), Appendix B (Appendix B) and Appendix C (Appendix C) etc.

• Equations in the appendices must be named as A1, A2, A3, etc., and table and figures numberings must be named as Table A1, Table A2, Figure A1, Figure A2 etc.