XXXXXXXXX MAKALESİ / XXXXXXX ARTICLE

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**ARTICLE TITLE IN ENGLISH ARTICLE TITLE IN ENGLISH ARTICLE TITLE IN ENGLISH ARTICLE TITLE IN ENGLISH**

Author names and SURNAMES[[1]](#footnote-1) (Do not change)

Author names and SURNAMES[[2]](#footnote-2) (Do not change)

ABSTRACT

In the title page of the article; single spacing and 3nk spacing before and after the paragraph should be used. Turkish and English titles should be 11pt size. Turkish and English abstracts should be 9pt size, between 120 and 200 words and single paragraph. There should be 3 to 5 keywords in Turkish and English. There should be max. 5 JEL (Journal of Economic Literature) codes. In the title page of the article; single spacing and 3nk spacing before and after the paragraph should be used. Turkish and English titles should be 11pt size. Turkish and English abstracts should be 9pt size, between 120 and 200 words and single paragraph. There should be 3 to 5 keywords in Turkish and English. There should be max. 5 JEL (Journal of Economic Literature) codes.

**Keywords:** Keyword 1, Keyword 2, Keyword 3, Keyword 4, Keyword 5.

**JEL Classification Codes:** O47, O53, E13, R11.

**ARTICLE TITLE IN TURKISH ARTICLE TITLE IN TURKISH ARTICLE TITLE IN TURKISH ARTICLE TITLE IN TURKISH**

**ÖZ**

The Turkish abstract of the article written in English must be placed in this section. In the title page of the article; single spacing and 3nk spacing before and after the paragraph should be used. Turkish and English titles should be 11pt size. Turkish and English abstracts should be 9pt size, between 120 and 200 words and single paragraph. There should be 3 to 5 keywords in Turkish and English. There should be max. 5 JEL (Journal of Economic Literature) codes. In the title page of the article; single spacing and 3nk spacing before and after the paragraph should be used. Turkish and English titles should be 11pt size. Turkish and English abstracts should be 9pt size, between 120 and 200 words and single paragraph. There should be 3 to 5 keywords in Turkish and English. There should be max. 5 JEL (Journal of Economic Literature) codes.

**Anahtar Kelimeler:** Anahtar Kelime 1, Anahtar Kelime 2, Anahtar Kelime 3, Anahtar Kelime 4, Anahtar Kelime 5.

**JEL Sınıflandırma Kodları:** O47, O53, E13, R11.

1. INTRODUCTION

When the text of the article is being written, **Normal** should be chosen from the styles.

Articles should be prepared using the journal article template in “MS Office Word 2010” or a later version, in A4 size. The length should be at least 6000 words and should not exceed 30 pages in the journal format. The page layout should be as follows: Top: 5 cm, Bottom: 2.5 cm, Left: 2.5 cm, and Right: 2.5 cm. Author information, article supplementary information, and author declarations should be added in accordance with journal rules in the sections specified in the journal article template. Except for the title page and extended abstract page, the article should be written in 10-point font, “Times New Roman” style, with single line spacing. A space should be left after commas and periods in the text. Paragraphs should not have indentation at the beginning, and a 6 pt space should be left before and after paragraphs. No additional blank lines should be left between paragraphs. On the title page of the article, the Turkish and English titles should be written in 11-point font with single line spacing and 3 pt spacing before and after paragraphs. The abstract in both Turkish and English should be a single paragraph of at least 120 and at most 200 words, in 9-point font. Between 3 and 5 keywords should be provided in both Turkish and English, along with a maximum of 5 JEL (Journal of Economic Literature) classification codes. For articles written in English, the title, abstract, keywords, and JEL classification codes should first be presented in English, followed by Turkish.

Main headings and subheadings should be numbered in decimal format (e.g., **1., 1.1., 1.1.1., 1.1.2., 1.1.2.1.**) and aligned to the left without indentation. Numbering should start with the "Introduction" heading and continue through to the "Conclusion" heading. No subheadings should be opened under the "Introduction" and "Conclusion" headings. All letters of main headings should be written in uppercase, while only the first letters of subheadings should be capitalized. No blank lines should be left before or after the main and subheadings, except for the main headings, where 12 pt space should be left before the paragraph and 6 pt space after

# 2. MAIN HEADING (From the styles Heading 1 (Başlık 1) should be chosen)

Articles should be prepared using the journal article template in “MS Office Word 2010” or a later version, in A4 size. The length should be at least 6000 words and should not exceed 30 pages in the journal format. The page layout should be as follows: Top: 5 cm, Bottom: 2.5 cm, Left: 2.5 cm, and Right: 2.5 cm. Author information, article supplementary information, and author declarations should be added in accordance with journal rules in the sections specified in the journal article template. Except for the title page and extended abstract page, the article should be written in 10-point font, “Times New Roman” style, with single line spacing. A space should be left after commas and periods in the text. Paragraphs should not have indentation at the beginning, and a 6 pt space should be left before and after paragraphs. No additional blank lines should be left between paragraphs. On the title page of the article, the Turkish and English titles should be written in 11-point font with single line spacing and 3 pt spacing before and after paragraphs. The abstract in both Turkish and English should be a single paragraph of at least 120 and at most 200 words, in 9-point font. Between 3 and 5 keywords should be provided in both Turkish and English, along with a maximum of 5 JEL (Journal of Economic Literature) classification codes. For articles written in English, the title, abstract, keywords, and JEL classification codes should first be presented in English, followed by Turkish.

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## 2.1. Subheading (From the styles Heading 2 (Başlık 2) should be chosen)

All tables and figures in the article should be centered on the page and placed in the appropriate sections of the text. Each table and figure should be numbered in bold font (e.g., **Table 1., Figure 2.**) and given a title in regular font. The title should be placed above the table or figure, centered on the page, with only the first letters of the words capitalized, in 10-point font, with 6 pt space before and after the paragraph. The text within the table and figure should be in Times New Roman font, between 8-9 points, and single-spaced. All visuals such as graphs, charts, maps, drawings, and photographs should be classified as figures. Tables should only have horizontal lines, and vertical lines should not be used. All tables and figures should adhere to the given page layout and be easy to read. Explanations and sources for the tables and figures should be placed below them in 8-point font, with 3 pt space before and after the paragraph. No extra line spaces should be left before or after the tables and figures. In the article, the decimal separator should be a comma for Turkish works and a period for English works. For thousands separators, a period should be used in Turkish works and a comma in English works.

Table 1. Table Title (The 'Table Title' (Tablo Başlığı) style should be selected from the Styles section)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **N** | **Min.** | **Max.** | **Mean** | **Std. Dev.** |
| **AAAAA** | 857 | 1,00 | 5,00 | 2,78 | 1,23259 |
| **BBBBB** | 857 | 1,00 | 5,00 | 2,59 | 1,20002 |
| **CCCCC** | 857 | 1,00 | 5,00 | 2,69 | 1,17882 |
| **DDDDD** | 857 | 1,00 | 5,00 | 2,72 | 1,18910 |
| **EEEEE** | 857 | 1,00 | 5,00 | 3,20 | 1,26676 |
| **FFFFF** | 857 | 1,00 | 5,00 | 2,72 | 1,17084 |

Source: (Bayrakçı vd., 2022, s. 265). (The **'Table Source' (Tablo Kaynak)** style should be selected from the Styles section.)

When preparing the table, the **'Table Content 9pt' or 'Table Content 8pt'** style should be selected from the Styles section.

## 2.2. Subheading (From the styles Heading 2 (Başlık 2) should be chosen)

All tables and figures in the article should be centered on the page and placed in the appropriate sections of the text. Each table and figure should be numbered in bold font (e.g., **Table 1., Figure 2.**) and given a title in regular font. The title should be placed above the table or figure, centered on the page, with only the first letters of the words capitalized, in 10-point font, with 6 pt space before and after the paragraph. The text within the table and figure should be in Times New Roman font, between 8-9 points, and single-spaced. All visuals such as graphs, charts, maps, drawings, and photographs should be classified as figures. Tables should only have horizontal lines, and vertical lines should not be used. All tables and figures should adhere to the given page layout and be easy to read. Explanations and sources for the tables and figures should be placed below them in 8-point font, with 3 pt space before and after the paragraph. No extra line spaces should be left before or after the tables and figures. In the article, the decimal separator should be a comma for Turkish works and a period for English works. For thousands separators, a period should be used in Turkish works and a comma in English works.

Figure 1. Figure Title (The 'Table Title' (Tablo Başlığı) style should be selected from the Styles section)

Source: (Acar ve Özçelik, 2011, s. 240). (The **'Table Source' (Tablo Kaynak)** style should be selected from the Styles section.)

When preparing the figure, the **'Table Content 9pt' or 'Table Content 8pt'** style should be selected from the Styles section.

# 3. MAIN HEADING (From the styles Heading 1 (Başlık 1) should be chosen)

In the article text, numbers between 0-9 should be written out in words, while numbers 10 and above should be written in digits.

Equations, models, and formulas should be left-aligned, each numbered sequentially, and the numbers should be right-aligned in parentheses. No extra line spacing should be left before or after equations, models, or formulas.

(1)

(2)

(3)

## 3.1. Subheading (From the styles Heading 2 (Başlık 2) should be chosen)

In the article, bullet-pointed text should be left-aligned with 3 pt spacing before and after the paragraph. Bullet-pointed text should also have the 'Bullet' style selected from the Styles section.

* When writing bullet-pointed text in the article, the 'Bullet' style should be selected from the Styles section.
* Authors must not have previously published or submitted the articles sent to the journal elsewhere for publication.
* Authors must cite all sources referenced in their articles.
* Authors declare that the article is their own work, that no plagiarism has been committed, and that they bear full responsibility for any plagiarism-related issues, with no liability placed on the journal.
* Authors must guarantee that they have made a scientific contribution to the article and acknowledge that all authors share equal responsibility for the content.

If a direct quotation from a source in the article is less than 40 words, it should be enclosed in quotation marks and cited within the text. If the quotation exceeds 40 words, it should be placed in a new line, indented 1.25 cm from both the left and right margins, with 3 pt spacing before and after the paragraph, and cited accordingly.

When writing quotations in the article, the **'Quote'** style should be selected from the Styles section. The Journal of Vocational and Social Sciences of Turkey aims to contribute to the fields of vocational and social sciences through academic studies, promoting the development of these fields. The journal is an international, peer-reviewed scientific journal that focuses on publishing original and high-quality studies in social sciences while fostering an academic perspective on vocational education. The Journal of Vocational and Social Sciences of Turkey features applied or theoretical studies, analyses, evaluations, model proposals, and both quantitative and qualitative research within the core areas of social sciences and vocational education. (Journal of Vocational and Social Sciences of Turkey, 2024).

If appendices are to be added to the article, they should be included after the references and labeled (e.g., **Appendix 1, Appendix 2**). Articles submitted to the journal must be prepared in accordance with the American Psychological Association (**APA 7**) style for referencing, footnotes, and bibliography formatting. Citations should be made using the conjunction method within the text. If appendices are to be added to the article, they should be included after the references and labeled (e.g., **Appendix 1, Appendix 2**). Articles submitted to the journal must be prepared in accordance with the American Psychological Association (**APA 7**) style for referencing, footnotes, and bibliography formatting. Citations should be made using the conjunction method within the text. Explanatory notes should appear as footnotes, justified on both sides, in 8-point Times New Roman font with single line spacing, and 3 pt spacing before and after the paragraph.[[3]](#footnote-3)

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* Authors must not have previously published or submitted the articles sent to the journal elsewhere for publication.
* Authors must cite all sources referenced in their articles.
* Authors declare that the article is their own work, that no plagiarism has been committed, and that they bear full responsibility for any plagiarism-related issues, with no liability placed on the journal.
* Authors must guarantee that they have made a scientific contribution to the article and acknowledge that all authors share equal responsibility for the content.

### 3.2.1. Subheading (From the styles Heading 3 (Başlık 3) should be chosen)

The article must include an extended abstract consisting of a minimum of 700 and a maximum of 1200 words, not exceeding 1 page in the journal's page format. The extended abstract should be prepared in English for articles written in Turkish and in Turkish for articles written in English. The extended abstract should consist of four subheadings: purpose and scope, design/methodology/approach, findings, and conclusion and discussion. Each subheading should be written as a single paragraph in 9-point font, with single line spacing and 3 pt spacing before and after paragraphs, without leaving additional blank lines between the subheadings. Main headings and subheadings should be numbered in decimal format (e.g., **1., 1.1., 1.1.1., 1.1.2., 1.1.2.1.**) and aligned to the left without indentation. Numbering should start with the "Introduction" heading and continue through to the "Conclusion" heading. No subheadings should be opened under the "Introduction" and "Conclusion" headings. All letters of main headings should be written in uppercase, while only the first letters of subheadings should be capitalized. No blank lines should be left before or after the main and subheadings, except for the main headings, where 12 pt space should be left before the paragraph and 6 pt space after.

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# 5. CONCLUSION (From the styles Heading 1 (Başlık 1) should be chosen)

The article must include an extended abstract consisting of a minimum of 700 and a maximum of 1200 words, not exceeding 1 page in the journal's page format. The extended abstract should be prepared in English for articles written in Turkish and in Turkish for articles written in English. The extended abstract should consist of four subheadings: purpose and scope, design/methodology/approach, findings, and conclusion and discussion. Each subheading should be written as a single paragraph in 9-point font, with single line spacing and 3 pt spacing before and after paragraphs, without leaving additional blank lines between the subheadings. Main headings and subheadings should be numbered in decimal format (e.g., 1., 1.1., 1.1.1., 1.1.2., 1.1.2.1.) and aligned to the left without indentation. Numbering should start with the "Introduction" heading and continue through to the "Conclusion" heading. No subheadings should be opened under the "Introduction" and "Conclusion" headings. 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# REFERENCES (From the styles Heading 1 (Başlık 1) should be chosen)

When preparing the references in the article, the **'References'** style should be selected from the Styles section

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Appendix 1. Appendix Title (The 'Appendices' style should be selected from the Styles section)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** |
| **1** | AAAAA | 1,0000 |  |  |  |  |  |  |  |
| **2** | BBBBB | -0,0924 | 1,0000 |  |  |  |  |  |  |
| **3** | CCCCC | -0,0883 | -0,0865 | 1,0000 |  |  |  |  |  |
| **4** | DDDDD | -0,0412 | -0,1376 | 0,3331 | 1,0000 |  |  |  |  |
| **5** | EEEEE | 0,0575 | -0,0325 | -0,0917 | 0,1107 | 1,0000 |  |  |  |
| **6** | FFFFF | -0,0384 | -0,2553 | 0,2591 | -0,0080 | -0,0268 | 1,0000 |  |  |
| **7** | GGGGG | 0,1704 | 0,0304 | 0,1550 | 0,1349 | -0,0917 | 0,2591 | 1,0000 |  |
| **8** | HHHHH | -0,0139 | -0,0491 | -0,0293 | 0,0723 | -0,1111 | 0,2546 | 0,3073 | 1,0000 |

If the article include any “appendix”, titles (**Appendix 1**., **Appendix 2.**, etc.) should be given to them and they should be given after the References part.

Appendix 2. Appendix Title (The 'Appendices' style should be selected from the Styles section)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** |
| **1** | AAAAA | 1.0000 |  |  |  |  |  |  |  |
| **2** | BBBBB | -0.0924 | 1.0000 |  |  |  |  |  |  |
| **3** | CCCCC | -0.0883 | -0.0865 | 1.0000 |  |  |  |  |  |
| **4** | DDDDD | -0.0412 | -0.1376 | 0.3331 | 1.0000 |  |  |  |  |
| **5** | EEEEE | 0.0575 | -0.0325 | -0.0917 | 0.1107 | 1.0000 |  |  |  |
| **6** | FFFFF | -0.0384 | -0.2553 | 0.2591 | -0.0080 | -0.0268 | 1.0000 |  |  |
| **7** | GGGGG | 0.1704 | 0.0304 | 0.1550 | 0.1349 | -0.0917 | 0.2591 | 1.0000 |  |
| **8** | HHHHH | -0.0139 | -0.0491 | -0.0293 | 0.0723 | -0.1111 | 0.2546 | 0.3073 | 1.0000 |

If the article include any “appendix”, titles (**Appendix 1**., **Appendix 2.**, etc.) should be given to them and they should be given after the References part.

1. [logo, daire, simge, sembol, grafik içeren bir resim

   Açıklama otomatik olarak oluşturuldu](https://orcid.org/0000-0000-0000-0000) X Üniversitesi / University, Y Fakültesi / Faculty of Y, Z Bölümü / Department of Z, aaa@bbb.edu.tr (Do not change) [↑](#footnote-ref-1)
2. [logo, daire, simge, sembol, grafik içeren bir resim

   Açıklama otomatik olarak oluşturuldu](https://orcid.org/0000-0000-0000-0000) X Üniversitesi / University, Y Fakültesi / Faculty of Y, Z Bölümü / Department of Z, aaa@bbb.edu.tr (Do not change) [↑](#footnote-ref-2)
3. Explanatory notes should appear as footnotes at the bottom of the page, justified on both sides, in 8-point Times New Roman font, with single line spacing and 3 pt spacing before and after the paragraph. The 'Footnote' style should be selected from the Styles section. [↑](#footnote-ref-3)