

REQUIREMENTS FOR ARTICLES PUBLISHED IN PERIODICAL JOURNAL OF REVIEWED SCIENTIFIC ARTICLES "INSIGHTS"

Purpose of the Journal. The Journal publishes original unpublished research papers of the Lithuanian and foreign authors where the results of the authors' research are presented, as well as theoretical and practical problems of various scientific areas (biomedicine, physical, technology, social and humanities) are distinctively explained, their solutions, scientific interpretation and evaluations are presented.

Language of the articles. The articles are published in the Lithuanian, English, Russian and other languages. The text of the article should be prepared in accordance with the requirements for language and edited properly.

Volume of the article. The recommended length of the article is 5-14 pages. The articles bigger in volume will be accepted under separate decision of the Editorial Board.

Review of the articles. The articles are read by two reviewers that are appointed by the Editorial Board. The articles may be returned to the authors asking for revision after the review with reference to the remarks.

Structure of the article. The structural components of the article must be arranged as follows:

1. Title of the article.
2. Name and surname of the author, name and address of the represented institution of science and study.
3. Abstract, which briefly conveys the essence of the issue under discussion, the main keywords of the article. The text of the abstract should not be more than 500 characters.
4. Introduction with the reasoning of the topicality and novelty of the issue under discussion, well-shaped aim of the research, the object, scientific or research problem, indication of the degree to which the topic in focus has been investigated, general methodology referred to and specific methods used in the research.
5. The main text of the article presents and reasons the results of the research performed by the author. It is recommended to divide the main text into sections giving them titles. No separate numbering is applied to the sections.
6. Conclusions that generalize considerations presented by the article and the results of the research. It is recommended to number the conclusions.
7. List of references. All the sources mentioned in the article must be included into the reference list. The reference list must contain only those sources and authors that have been mentioned in the article.
8. The main text must be followed by a summary (up to 1 page, i.e. about 3000 characters) in English language (if the article is written in Lithuanian or Russian languages) or in Lithuanian language (if the article is written in English or Russian languages). The summary must convey the essence of the issue under discussion with the conclusions pointed out.

In the end of every article there must be accompanying information on a separate page about the author(s): the title of the article, the surname(s) of the author(s), telephone number(s), postal and email address(es) for correspondence, the areas of scientific research interests of the author(s), scientific degrees, affiliation – institution, university, position and other information relevant to the author. This information is not a structural component of the article. It will be enclosed at the end of the Journal as general information about the authors of the articles.

Article set up / text format. The articles are to be prepared using *Microsoft Word* editor, of 12 pt *Times New Roman* font type. The text of an article should be printed on pages of 21 cm width and 29,7 cm height format in one column in Single interval with margins of 2 cm. Paragraphs begin with 0,7 cm indentation from the left margin. The pages of the article are to be numbered and cantered at the bottom of the page.

Mathematical dependences (equations) should be written only in *Microsoft Equation* editor of *Times New Roman* font type in italic. Symbols in the formulas cited in the text should be written only in *Microsoft Equation* editor.

There should be an interval of one line between the title of the article and the name and surname of the author, the title of the section and the text, the text and a formula, the text and a table, the text and a picture. Table 1 presents text format font types and size used in the development of the article manuscript.

Table 1. Text format font types and size used in the development of the article manuscript

Type of the article text	Font size and style	Font type and alignment
Title	12 pt, Bold	ALL CAPITALS, on the left
Author	12 pt, Bold	Small letters, on the left
Name and address of the institution of science and study represented by the author.	11 pt, <i>Italic</i>	Small letters, on the left
Annotation	12 pt, Bold	Small letters, on the left
Text of the annotation	12 pt, Normal	Small letters, on the left
Titles of the Introduction, chapters	12 pt, Bold	Small letters, on the left
The main text	12 pt, Normal	Small letters, justified
Summary	11 pt, Normal	Small letters, justified
List of references	11 pt, Normal	Alignment justified, numbering with one indent
Information about the author	10 pt, <i>Italic</i>	Small letters, justified
Mathematical expressions: basic symbols, indexes	11 pt, <i>Italic</i> 9 pt, <i>Italic</i>	One indent on the left
Titles of the tables	11 pt, Bold	Centered above the table. The word 'Table' comes first followed by the number of the table and a full stop. The heading of the table follows.
Text of the tables	11 pt, Normal	Small letters. On the left or Justified
Heading of the pictures	11 pt, Bold	Centered, below the picture

When citing, the name of the author of the cited source should be indicated and the year of publication should be presented in the text in brackets, e.g.: N. Surname (2006). References in the articles of Biomedicine, Physical and Technology sciences are to be presented only by the number of the source in parenthesis that it appears in the list of references (2); (3,9); (4-6). The articles of the Law science may indicate their references in reference footnote on the bottom of the page, e.g.:¹

The reference descriptions are to be presented in original source language. The list of references is arranged in alphabetic order with the entries in Lithuanian appearing first, followed by entries in English, German, French languages, then – in Russian. The list of references in law articles is arranged as follows: legal acts are arranged according to their hierarchy (e.g. the Constitution, the laws, the following legal acts, etc.), then follows the practice of courts, and only then specific references and other sources arranged in alphabetical order are listed.

The design of the list of references should follow the following instructions:

- Books – author's surname and the first name's initial, publishing year, title of the book, publishing place (city), publishing house, e.g.: Surname N. (2006). *Kosmoso užkariavimo istorija*. Vilnius: Mokslas.
- Article from a journal – author's surname and the first name's initial, year, heading of the article, title of the journal, volume, number of the issue, the first and the last pages of the

¹ Pavardaitis V. (2006). *Kosmoso užkariavimo istorija*. Vilnius: Mokslas.

article, e.g.: Surname N. (2006). Kosmoso užkariavimo istorija. *Mokslas ir gyvenimas*. No. 23, No. 3, p. 26-31.

- Conference materials, collections of articles – author's surname and the first name's initial, year, title of the article, pages of the article, publishing place and house, e.g.: Surname N. (2006). Kosmoso užkariavimo istorija. *Visatos moksliniai tyrimai: Tarptautinės konferencijos medžiaga*. P. 12-15. Vilnius: Vilniaus universiteto leidykla.
- Articles in the daily papers – author's surname and the first name's initial, year, month, day, title of the article, daily paper's title, page, e.g.: Surname N. 2006 gruodžio 15. Muzikinis intelektas. *Dialogas*. P. 2.
- Licences / patents – licence/patent number, the state, year, e.g.: Patent 586211, Lithuania.2008.
- Dissertations – author's surname and the first name's initial, year, title, title of the scientific paper, place of development, e.g.: Surname N. (2007). Kosmoso užkariavimo istorija. *Daktaro disertacija*. Vilniaus universitetas.
- Articles from the Internet – the title and full web address of the source is indicated to make it possible to find the cited text.

Submission of the articles.

- The articles are to be sent by electronic mail: izvalgos@utenos-kolegija.lt
- The authors, who have revised their articles following the remarks of the reviewers, send them by electronic mail to the publishers. The decision concerning the publication of the article is made by the Editorial Board.
- The articles that do not comply with the above mentioned requirements for the language (vocabulary, word building, and grammar) and scientific style (clarity of the ideas, preciseness, accurateness) or poorly setup are to be returned to the authors without any assessment.

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