INSTRUCTIONS FOR AUTHORS

Guidelines for technical formatting of the manuscript

File name
Example: *Title* **IJFAF** (*Year*); do not include author/s' or coauthor/s' name and surname.

Paper title (center, uppercase, bold, 14)

Abstract
Text, Arial, Italic, 11, justified. No more than 250 words.

Keywords*: italic, 3-7 words.*

JEL Classification:

CHAPTER TITLES (UPPERCASE, BOLD)
No space between the title of the chapter and the following text. One space between chapters. No space between the title of the chapter and its subtitle.

Subtitles (Sentence case, bold, indentation: 1,27 cm)

Text
Margins: Normal (top: 2,54 cm; bottom: 2,54 cm; left: 2,54 cm; right; 2,54 cm)
Font: Arial
Font size: 11
Line and paragraph spacing: 1,0
First line of a paragraph: indentation – 1,27 cm

Tables: Tables must be centred**.** Write table caption (*italic*) above the table, font size 11. Write source below the table, font 9. If 'table footnotes' are included, use font size 9, without space. One space after the table or the table footnote.
Example:
Table 1

Title

No 1	Parameter 1	Name	Index
1.	Z	A	2.2
2.	X	B	3.8
3.	Y	C	4.7
4.	U	D	5.9

Note. If the parameter is satisfied, the index should be between 2 and 4.
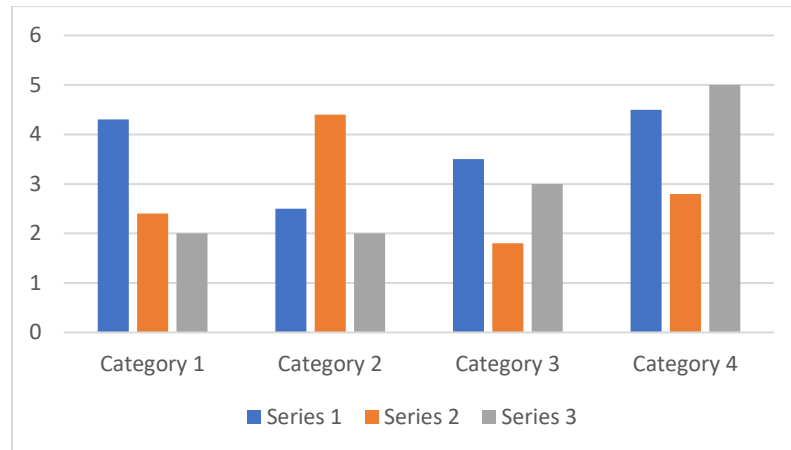Source:

Figures: The figure number (e.g., Figure 1) appears above the figure title and image in bold font. Number figures in the order in which they are mentioned in your paper. Figures include graphics,

photography drawing, charts, pies, histograms etc. Photographs are attached in the format and quality that is necessary for printing and the authors are responsible for its originality.
Example:
Figure 1

Title

Note.
Source:

Instructions for citing literature

Use **APA Style** for citing literature.
The list of cited literature is compiled in alphabetical order, i.e. the alphabetical order of the authors' surname and the chronological order of publication for the same author from newer to older publications.

For **in-text citations**, follow the examples:
- Falsely balanced news coverage can distort the public's perception of expert consensus on an issue (Koehler, 2016).
- (see Koehler, 2016, for more detail)
- Koehler (2016) noted the dangers of falsely balanced news coverage.
- (Adams et al., 2019; Shumway & Shulman, 2015; Westinghouse, 2017)
- (Stoddard et al., 2020, p. 47)

For **References** section of your manuscript, refer to Creating an APA Style Reference List Guide (https://apastyle.apa.org/instructional-aids/creating-reference-list.pdf) and Common Reference Examples (https://apastyle.apa.org/instructional-aids/reference-examples.pdf).
Follow the examples:

Journal Article
Niepel, C., Hausen, J. E., Weber, A. M., & Möller, J. (2025). Understanding mean-level and intraindividual variability in state academic self-concept: The role of students' trait expectancies and values. *Journal of Educational Psychology*, 117(5), 772–788. https://doi.org/10.1037/edu0000946

Online Magazine Article
Thomson, J. (2022, September 8). Massive, strange white structures appear on Utah's Great Salt Lake. *Newsweek.* https://www.newsweek.com/mysterious-mounds-great-salt-lake-utah-explainedmirabilite-1741151

Print Magazine Article
Nicholl, K. (2020, May). A royal spark. *Vanity Fair*, 62(5), 56–65, 100.

Online Newspaper Article
Bernstein, J. (2024, June 3). The man who couldn't stop going to college. *The New York Times.* https://www.nytimes.com/2024/06/03/magazine/benjamin-bolger-college-harvard-yale.html

Print Newspaper Article
Reynolds, G. (2019, April 9). Different strokes for athletic hearts. *The New York Times*, D4.

Blog Post
Rutledge, P. (2024, April 23). Are tweens too young for digital literacy? *Dr. Pam: Living With Media.* https://www.pamelarutledge.com/are-tweens-too-young-for-digital-literacy/

Authored Book
Levenson, H., Jinich, S., Vaz, A., & Rousmaniere, T. (2025). *Deliberate practice in emotionally focused couple therapy*. American Psychological Association. https://doi.org/10.1037/0000436-000

Edited Book Chapter
Zeleke, W. A., Hughes, T. L., & Drozda, N. (2020). Home–school collaboration to promote mind–body health. In C. Maykel & M. A. Bray (Eds.), *Promoting mind–body health in schools: Interventions for mental health professionals* (pp. 11–26). American Psychological Association. https://doi.org/10.1037/0000157-002

Online Dictionary Entry
American Psychological Association. (2018). Internet addiction. In APA dictionary of psychology. https://dictionary.apa.org/internet-addiction

Report by a Group Author
World Health Organization. (2025). Global report on neglected tropical diseases. https://iris.who.int/server/api/core/bitstreams/9c4655d8-3671-4503-ae51-4a80bb44d5e0/content

Report by Individual Authors
Winthrop, R., Ziegler, L., Handa, R., & Fakoya, F. (2019). *How playful learning can help leapfrog progress in education*. Center for Universal Education at Brookings. https://www.brookings.edu/wp-content/uploads/2019/04/how_playful_learning_can_help_leapfrog_progress_in_education.pdf

Press Release
American Psychological Association. (2024, April 11). *People who use willpower alone to achieve goals, resist temptation, deemed more trustworthy* [Press release]. https://www.apa.org/news/press/releases/2024/04/people-who-use-willpower

Conference Session

Davidson, R. J. (2019, August 8–11). *Well-being is a skill* [Conference session]. APA 2019 Convention, Chicago, IL, United States. https://irp-cdn.multiscreensite.com/a5ea5d51/files/uploaded/APA2019_Program_190708.pdf

Dissertation From a Database

Horvath-Plyman, M. (2018). *Social media and the college student journey: An examination of how social media use impacts social capital and affects college choice, access, and transition* (Publication No.10937367) [Doctoral dissertation, New York University]. ProQuest Dissertations and Theses Global.

Preprint Article

Latimier, A., Peyre, H., & Ramus, F. (2020). *A meta-analytic review of the benefit of spacing out retrieval practice episodes on retention.* PsyArXiv. https://psyarxiv.com/kzy7u/

Webinar

Lee, C., McAdoo, T., & Denneny, S. (2023). APA Style seventh edition refresher for instructors [Webinar]. American Psychological Association. https://apastyle.apa.org/instructional-aids/tutorials-webinars

PowerPoint From a Classroom Website

Mack, R., & Spake, G. (2018). Citing open source images and formatting references for presentations [PowerPoint slides]. Canvas@FNU. https://fnu.onelogin.com/login

Open Educational Resource

Fagan, J. (2024, February 7). Nursing clinical brain. OER Commons. Retrieved April 8, 2025, from https://www.oercommons.org/authoring/53029-nursing-clinical-brain/view

Webpage

Taras, Z. (2024, May 30). Situational irony can be funny, tragic or even terrifying. HowStuffWorks. https://entertainment.howstuffworks.com/arts/literature/situational-irony.htm

Webpage on a News Website

Volpe, A. (2024, June 3). How the self-care industry made us so lonely. Vox. https://www.vox.com/evenbetter/350424/self-care-isolation-loneliness-epidemic

Webpage With a Retrieval Date

Worldometer. (n.d.). Current world population. Retrieved October 17, 2025, from https://www.worldometers.info/world-population/