

# PROVISION OF THE JOURNAL OF “PRAVOVAJA KUL’TURA”

## 1. General provisions

1. This Provision determines the editorial policy of the journal, rules for submitting, reviewing and publishing scientific articles, requirements stipulated to the articles’ manuscripts and also the structure and frequency of publication of the journal of “Pravovaja Kul’tura”, established by the Federal state budget educational establishment of the higher education “Russian State University of Justice (Russian Law Academy of Ministry of Justice of Russia)” (further – University).

2. The journal of “Pravovaja Kul’tura” is a peer-reviewed scientific periodical, registered in the Ministry of the Russian Federation for press, broadcasting and mass communication media (registration Certificate PI No. FS77-64959 on 4 March 2016). Periodicity – 4 issues per year. The journal has international standard serial edition number (ISSN) – 1992-5867. The journal is included in the list of peer-reviewed scientific publications, where the basic scientific results of dissertations on competition of a scientific degree of candidate of sciences, on competition of a scientific degree of doctor of sciences are ought to be published, approved by the Higher Attestation Commission at the Ministry of Education and Science of the Russian Federation.

3. The main content of the journal consists of scientific articles, scientific reviews, peer reviews and feedback. The journal aims at the development of scientific knowledge and achievements in the field of methodology of legal culture; legal culture and democratic development of society; legal culture and state-building; legal culture and law-making, law-enforcement practice; legal culture and legal awareness of citizens and other issues.

The journal is intended for scientific and pedagogical employees, practical staffers of law enforcement bodies and all those involved in scientific research and really engaged in the legal regulation and implementation of the issues pertaining to the competence of the Ministry of Justice of the Russian Federation, carrying out any activity directed to the execution of judicial acts and other bodies, providing any legal assistance to the population.

4. The journal has its official website in the information and telecommunication network of “Internet”, where information about the publisher, editor-in-chief, content of the editorial collegium and editorial board with an indication of a scientific degree, an academic rank of all its members, a contact information, a description of the thematic area of the journal, submission guidelines, peer-reviewing and publication of scientific articles, abstracts and keywords of all scientific articles’ and reviews’ stipulations and full text archive of publications are provided in open access in the Russian and English languages.

5. The publication is registered in the national information-analytical system of the Russian science citation index (hereinafter – RISC). Texts of articles of the journal are placed in open access on the website of the RSCI within three months since the date of release of a respective issue.

6. Overall guidance for the publication of the journal rests with the Vice-

rector for scientific work of the University, who is Deputy editor-in-chief.

### **Editorial board, editorial collegium**

1. The editorial board is a coordinating and consulting body that determines (jointly with the editorial collegium) a general strategy for the development of the journal. The content of the editorial board and the editorial collegium consists of the leading scientists in the field of humanitarian and legal knowledge of higher educational establishments of Russia and overseas countries, as well as representatives of bodies and agencies of the state power, who have deposited a significant contribution to the development of their respective areas of expertise. Management of the editorial board's functioning is performed by chairman. Management of the editorial collegium of the journal is performed by editor-in chief. The content of the editorial collegium includes editor-in-chief, deputy editor-in-chief, executive secretary, and other members of the editorial collegium.

2. Sessions of the editorial collegium are held as necessary but at least once in three months, and logged.

3. Manuscripts of the articles rejected by the editorial collegium would not be returned to authors. A notification concerning a manuscript's rejection or revision would be communicated to the author.

4. The editorial collegium enjoys the right to offer the authors ordered articles for the journal's thematic area.

### **Requirements stipulated to the articles' manuscripts**

1. The article's manuscript should include a justification of its relevance, a scientific novelty, an originality, an appeal to its opponents, a discussion availability, conclusions, reflecting the main results of the undertaken research.

The style of the article should meet the requirements of scientific opuses, not to be journalistic. Authors should avoid the use of quotations from popular magazines and newspapers, links to statements on television. References to the Internet sources should correspond to the Interstate standard (GOST).

2. Materials previously published in other publications, including by the author of the manuscript would not be accepted. In the case of guiding an article's manuscript to editions of several publications simultaneously, the author is obliged to inform the executive secretary of the journal of "Pravovaja Kul'tura".

3. Texts of articles are accepted only if they meet the following technical requirements:

The volume of one article is no more than 10 pages.

Text format: Word text editor, style – Times New Roman; line spacing – 1.5; text font size – 14, footnotes – 12. Margins: left – 2 cm, right – 2 cm, top – 2.5 cm, bottom – 2.5 cm. Paragraph indentation – 1.27 cm . Text without hyphenation. The electronic version of the text, tables and formulas is given in RTF format.

Footnotes are drawn up in square brackets according to the text of the article, indicating the number of the source according to the bibliographic list and the page or article of the normative act referred to by the author (for example: [8, p. 16; 8, article 16]). The bibliographic list is formed at the end of the article as the sources are mentioned in the text (not alphabetically and not according to the hierarchy of sources). For normative acts, the latest edition is indicated in the list.

Pages should be numbered.

No more than five figures and tables are admissible. Figures and tables should be guided on separate sheets. For pictures one must use a black dye, pictures should not be subject to glossing. Electronic versions of the figures and photos should be prepared in graphic editors of Photoshop (\*.tif, \*.jpg, \*.psd, 600 dpi) or CorelDraw (version 7) — by separate files for one image accompanying with the application of their printouts. The electronic version of the text, tables and formulas should be given in the RTF format.

4. An author must submit in the Russian and English languages the following information:

- surname, name (full), patronymic (full), academic degree, academic title, honorary title, position (in full, no abbreviations), main place of work (study), e-mail, city, mailing address information (postal address for communication with the scientific community, which can be placed in the public domain), contact phones;
- the title of the article;
- abstract;
- keywords of the article;
- bibliographic list of references prepared in accordance with applicable national and international standards.

5. The volume of the annotation is up to 100 words. The abstract should contain relevance, object, aim of the work, methodology of the conducted research; reflect the main contents and innovation of this article, main outcomes; scope of their application, conclusions. Abstract and key words should match the topic of the article and its content;

7. The editorial collegium of the journal checks the article text applying the system of “Antiplagiat”. Originality of the text should be not less than 60%. The remaining 40 % of the text can be amounted to properly executed quotations from literary and other sources, excerpts from legislation and also scholarly clichés, commonly used in publications of this kind.

8. Materials that do not meet the stipulated requirements would not be considered.

Manuscripts and other materials accompanying them would not be returned.

### **Order of publication. Responsibility. Functions.**

1. Preparation of the original layout of the journal would be undertaken by the Volga institute (branch) of the Russian State University of Justice (Russian Law Academy of Ministry of Justice of Russia).

2. Distribution of the journal would be undertaken by the Russian State University of Justice (Russian Law Academy of Ministry of Justice of Russia) and the Volga institute (branch) of the Russian State University of Justice (Russian Law Academy of Ministry of Justice of Russia) according to the supplements.