

The article should be written in Ukrainian (English, Russian) in a scientific style and should not contain grammatical mistakes.

The article should have the list of resources and literature arranged according to **APA Publication Manual 6th Edition (2009); annotations and key words 150-250 words** (approximately 0,5-0,75 of the printed page, 14 font, one and a half interval, fields on all sides 2 cm) (**in Ukrainian and English** after the title of the article). **When writing articles, the following elements should be highlighted:** the problem statement in its general form and its connection with important scientific and practical tasks; analysis of the main researches and publications, which deal with the problem and on which the author relies; allocation of unresolved issues raised in the article; formation of the purpose and objectives of the article; presentation of the main material with the justification of the scientific results obtained; conclusions and perspectives for further development of the problem.

The author of the article is responsible for correctness and reliability of the submitted material, for the exact citation of sources and literature and references. The author confirms his or her signature on the back of the last page, indicating: *proofread, edited, date, signature.*

The manuscript of the article is presented on a disk containing the materials typed as a document in MS Word 2003. Document parameters: *fields* - upper and lower - 2 cm; right – 1,5 cm; left - 3 cm; *font* - Times New Roman, size 14, normal style, without hyphens and tabs; *intervals*: interlinear - one and a half, between paragraphs - 0; *indents*: first line – 1,25 cm; left, right - 0; alignment of paragraphs - in width.

Bibliography in the article should include at least 5 sources, drawn up in accordance with the established procedure. References to sources and literature are indicated as follows: (Halus O., 2009). If the author uses links to several sources, then this is stated as follows: (Halus O., 2009; Shorobura I., 2010). The bibliography is in alphabetical order. Articles without bibliography will not be considered by the editorial board. Be sure to transliteration of the list of sources used at the end of the article (see transliteration rules in appendix 1). The transliterated list of literature is a complete analogue of the list of sources and literature used and is performed on the basis of transliteration of the original Latin language. **Links to English-language literature are not transliterated.** If you are using links to electronic sources (URL), please update them before submitting the article. APA style does not use "Issue", "Iss", "№" or related terms. Digital signage is required, highlighting it in italics. You must use «c.» and «C.» to indicate the page numbers when a portion of the newspaper publication or part of the book is quoted. They need to be skipped when a journal article is quoted. Use examples of the list of used sources and literature, as well as examples of the transliterated list, which are given in appendix 2.

The article should be within the limits of 9-15 pages, typed and designed according to the requirements (the example of designing articles is given in appendix 3).

Materials are arranged in the following order:

- 1) the UDC index;
- 2) initials and surname of the author(s) (in Ukrainian and English) (*note: the author(s)'s surnames, who have made the greatest contribution to the writing of the article are given first; English writing of the surname and the name of the author(s) must always be used the same*);
- 3) scientific degree, academic rank, position (in Ukrainian and English);
- 4) place of work: the name of the country, the name of the institution, the settlement (in Ukrainian and English) (*note: affiliation should be in English as indicated in the constituent documents (or on the official website in English) of the organization, institution of the author(s); it is not recommended to use abbreviations in the name and prefixes that determine the status of the organization (for example, State Higher Educational Institution, Public Utilities, etc.), all components of affiliation must be submitted through a comma; names included in the name of organizations, institutions, are usually written before the name of the organization, not after. Moreover, it is not desirable to specify «named after»*);
- 5) the number of the author(s) ORCID ID;
- 6) the title of the article in the original language and in English (printed in lower case letters with the first capital);
- 7) summaries (Ukrainian and English) to the article and keywords;
- 8) text of the article (with the observance of all the above requirements);
- 9) list of references and literature used, transliterated list (references).
- 10) place to record the date of receipt of the text of the manuscript to the editorial board – “__” _____ 201_.

Appendix 1
Rules of transliteration of the list of references used
(in accordance with the Resolution of the Cabinet of Ministers of Ukraine dated
January 27, 2010, No. 55 “On Structuring the Transliteration of the Ukrainian
Alphabet by Latin” (for sources in Ukrainian) and All Union State Standard 7.79-
2000 (ISO 9-95) (for sources in Russian))

Ukrainian/Russian alphabet	Transliteration of Russian alphabet by Latin All Union State Standard 7.79- 2000 (ISO 9-95)	Transliteration of Ukrainian alphabet by Latin (Resolution of the Cabinet of Ministers of Ukraine dated January 27, 2010, No. 55)	
		At the beginning of a word	In other cases
А	a	a	
Б	b	b	
В	v	v	
Г	g	h	
Ґ	–	g	
Д	d	d	
Е	e	e	
Є	yo	–	
Є	–	ye	ie
Ж	zh	zh	
З	z	z	
И	i	y	
І	–	i	
Ї	–	yi	i
Й	j	y	i
К	k	k	
Л	l	l	
М	m	m	
Н	n	n	

О	o	o	
П	p	p	
Р	r	r	
С	s	s	
Т	t	t	
У	u	u	
Ф	f	f	
Х	x	kh	
Ц	cz, c	ts	
Ч	ch	ch	
Ш	sh	sh	
Щ	shh	shch	
Ъ	``	–	
Ы	y`	–	
Ь	`	–	
Э	e`	–	
Ю	yu	yu	iu
Я	ya	ya	ia

When transliterating the Russian alphabet by Latin, Russian letter Ц is expressed by Latin C, or by the letter combination CZ. It is recommended to use C before the letters I, E, Y, J, and in other cases, CZ.

When transliterating the Ukrainian alphabet in Latin:

1. The letter combination “зr” is expressed in Latin as “zgh” (for example, Розгон - Rozghon, Згарок - Zgharok) as opposed to “zh”, which is an analogue of the Ukrainian letter “ж”
2. The soft sign and apostrophe are not expressed in Latin.
3. Transliteration of names and names of individuals, as well as geographical names, is done by reproducing each letter in Latin.

Examples of abbreviations:

Abbreviation – Book or publication part

ed. – edition

Rev. ed. – Revised

edition 2nd ed. – second edition Ed.

(Eds.) – Editor (Editors)

Trans. – Translator(s)

nd. – no date p.

(pp.) – page (pages)
Vol. – Volume (as in Vol. 4)
Vols. – Volumes (as in Vols. 1–4)
No. – Number
Pt. – Part
Tech. Rep. – Technical Report Suppl. Supplement
та ін. – et al.
Тези доповідей – Abstracts of Papers
Матеріали конференції – Proceedings of the Conference Title
Матеріали 5 міжнар. Конференції симпозиуму, з'їзду, семінару) – Proceedings of the 5th
International Conference (Symposium, Congress, Seminar)
Дис. канд. наук – Candidate's thesis
Дис. д-ра наук – Doctor's thesis
Автореф. дис. канд. наук – Extended abstract of Candidate's thesis
Автореф. дис. д-ра наук – Extended abstract of Doctor's thesis

<http://translit.kh.ua/?passport>

Appendix 2

Examples of making the list of used sources and literature / Transliteration

Characteristics of the source	Example of making
Books: One author / monograph / edition number if different from the first one / modified edition.	Aronsson, L. (2000). <i>The development of sustainable tourism</i> . London, England: Continuum Arking, R. (2006). <i>The biology of aging: Observations and principles</i> (3rd ed.). New York: Oxford University Press. Шейко, В. М., & Кушнарченко Н. М. (2008). Culliney, J. L. (2006). <i>Islands in a far sea: The fate of nature in Hawai'i</i> (Revised ed.). Honolulu, HI: University of Hawai'i Press.
Two authors	Cushing, C. E., & Allan, J. D. (2001). <i>Streams: Their ecology and life</i> . San Diego, CA: Academic Press.
The book is edited	Ophir, A., Givoni, M., & Hanafi, S. (Eds.). (2009). <i>The power of inclusive exclusion</i> . New York, NY: Zone.
No author	<i>Twenty-four hours a day</i> . (2010). Miami, FL: BN Publishing. <i>Merriam-Webster's collegiate dictionary</i> (10th ed.). (1993). Springfield, MA: Merriam-Webster
Part of the book	Regulus, T. A. (1995). Gang violence. In R. L. Edwards (Ed.), <i>Encyclopedia of social work</i> (19 th ed., Vol. 2, pp. 1045–1055). Washington, DC: National Association of Social Workers.
Multi-volume editions	Green, C. M. (1962–1963). <i>Washington</i> (Vols. 1–2). Princeton, NJ: Princeton University Press.
Abstract or dissertation	Caprette, C. L. (2005). <i>Conquering the cold shudder: The origin and evolution of snake eyes</i> (Doctoral dissertation). Ohio State University, Columbus, OH.
Materials of the conferences	Katz, I., Gabayan, K., & Aghajan, H. (2007). A multi-touch surface using multiple cameras. In J. Blanc-Talon, W. Philips, D. Popescu, & P. Scheunders (Eds.), <i>Lecture Notes in Computer Science: Vol. 4678. Advanced Concepts for Intelligent Vision Systems</i> (pp. 97–108). Berlin, Germany: Springer-Verlag
Article from periodicals / magazines	Koopman, W. J. (2001). Prospects for autoimmune disease: Research advances in rheumatoid arthritis. <i>JAMA: Journal of the American Medical Association</i> , 285(5), 648–650. Clay, R. (2008, June). Science vs. ideology: Psychologists fight back about the misuse of research. <i>Monitor on Psychology</i> , 39(6). Retrieved from http://www.apa.org/monitor/ (last accessed 22.08.2017). Chamberlin, J., Novotney, A., Packard, F., & Price, M. (2008, May). Enhancing worker well-being: Occupational health psychologists convene to share their research on work, stress, and health. <i>Monitor on Psychology</i> , 39(5), 26–29.
Newspaper article	Schwartz, J. (1993, September 30). Obesity affects economic, social status. <i>The Washington Post</i> , pp. A1, A4. Brown, P. L. (1999, September 5). Tiffany glass and other tales from the crypt. <i>The New York Times</i> , pp. 1, 5.
Electronic resources	Reitzes, D. C., & Mutran, E. J. (2004). The transition to retirement: Stages and factors that influence retirement adjustment. <i>International Journal of Aging and Human Development</i> , 59(1), 63–84. Retrieved from http://www.baywood.com/journals/PreviewJournals.asp?Id=0091-4150 (last accessed 11.06.2016). Nafees, Q., Yilong, Y., Andras, N., Zhiming, L., & Janos, S. (2014, November 19). Anonymously analyzing clinical data sets. Retrieved from http://arxiv.org/abs/1501.05916 (last accessed 21.04.2015).

Examples of transliterated sources

Васильєва, М. О. (2011). *Формування професійної рефлексії майбутніх соціальних працівників у класичному університеті*. (Автореф. дис. канд. пед. наук). Київ. / Vasylieva, M. O. (2011). *Formivannia profesiinoi refleksii maibutnix sotsialnykh pratsivnykiv u klasychnomu universyteti* [Formation of Professional Reflection of Future Social Workers in the Classical University]. Extended abstract of Candidate's thesis. Kyiv [in Ukrainian].

Вербицкий, А. А. (2014). Преподаватель – главный субъект реформы образования. *Высшее образование в России*. 4. 13–20. / Verbickij, A. A. (2014). Prepodavatel' – glavnyj sub"ekt reformy obrazovaniya [The Teacher is the Main Subject of the Education Reform]. *Vysshee obrazovanie v Rossii*. 4. 13–20. [in Russian].

Вульф, Б. З. & Харькин, В. Н. (1995). *Педагогика рефлексии (взгляд на профессиональную подготовку учителя)*. Москва: Магистр / Vul'fov, B. Z. & Har'kin, V. N. (1995). *Pedagogika refleksii (vzglyad na professional'nyu podgotovku uchitelya)* [Pedagogy of Reflection (a Look at the Teacher's Professional Training)]. Moscow: Magistr [in Russian].

Гура, О. І. (2008). *Теоретико-методологічні основи формування психологопедагогічної компетентності викладача вищого навчального закладу в умовах магістратури*. (Автореф. дис. д-ра. пед. наук). Київ / Hura, O. I. (2008). *Teoretykometodolohichni osnovy formivannia psykhologopedagogichnoi kompetentnosti vykladacha vyshchoho navchalnoho zakladu v umovakh mahistratury* [Theoretical and Methodological Foundations of Formation of Psychological and Pedagogical Competence of a Teacher of a Higher Educational Establishment in the Conditions of a Magistracy]. Extended abstract of Doctor's thesis. Kyiv [in Ukrainian].

Мачинська, Н. І. (2013). *Педагогічна освіта магістрантів вищих навчальних закладів непедагогічного профілю* [Монографія]. Львів: ЛьвДУВС / Machynska, N. I. (2013). *Pedahohichna osvita mahistrantiv vyshchych navchalnykh zakladiv nepedahohichnoho profiliu* [Pedagogical education of masters of higher educational institutions of non-pedagogical profile]. [Monograph]. Lviv: LvDUVS [in Ukrainian].

Мельничук, І. Я. (2001). *Формування рефлексивних механізмів цілеутворення у процесі розв'язання професійно-психологічних завдань*. (Дис. канд. психол. наук). Київ / Melnychuk, I. Ia. (2001). *Formivannia refleksyvnykh mekhanizmv tsileutvorennia u protsesi rozv'iazannia profesiino-psykhologichnykh zavdan* [Formation of reflexive mechanisms of goal-formation in the process of solving professional-psychological tasks]. Candidate's thesis. Kyiv [in Ukrainian].

Appendix 3 Example of writing an article

УДК 37.013+378:398.1 (045)
UDC 37.013+378:398.1 (045)

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Парадигмальний підхід та моделі навчання дорослих у сучасній вищій освіті **The Paradigmatic Approach and Models of Adult Learning in Modern Higher Education**

Анотація (150-250 слів).

Ключові слова: .

Summary (150-250 words).

Key words: .

Обговорення / Discussion

Висновки / Conclusions

Список використаних джерел і літератури /References:

- 1.Архіпова, С. П. (2002). *Основи андрагогіки*. Черкаси-Ужгород. / Arkhipova, S. P. (2002). *Osnovy andrahohiky* [The Basics of Andragogy]. Cherkasy-Uzhhorod [in Ukrainian].
- 2.Барабаш, О. (2011). Аналіз теорій навчання дорослих учнів. *Імідж сучасного педагога*, 2, 7–9. / Varabash, O. (2011). Analiz teorii navchannia doroslykh uchniv [The Analysis of Teaching Theories of Adult Students]. *Imidzh suchasnoho pedahoha*, 2, 7–9 [in Ukrainian].
- 3.Болтівець, С., & Сігаєва, Л. (2003). Пріоритетні напрями освіти дорослих в матеріалах ЮНЕСКО. *Неперервна професійна освіта: теорія і практика*, 3–4, 160–164. / Boltivets, S., & Sihaieva, L. Prioritytetni napriamy osvity doroslykh v materialakh YuNESKO [Promising Directions of Adult Education in The UNESCO Materials]. *Neperervna profesiina osvita: teoriia i praktyka*, 3–4, 160–164 [in Ukrainian].
- 4.Кремень, В. Г. (Ред. та ін.) (2009). Вища педагогічна освіта і наука України: історія, сьогодення та перспективи розвитку. Київ: Знання України. / Kremen, V. H. (Ed. et al) *Vyshcha pedahohichna osvita i nauka Ukrainy: istoriia, siohodennia ta perspektyvy rozvytku* [Higher pedagogical education and science of Ukraine: history, present and the perspectives of development]. Kyiv: Znannia Ukrainy [in Ukrainian].
- 5.Jarvis, P. (2004). *Adult Education and Lifelong Learning: Theory and Practice* (3rd ed.). London and New York: RoutledgeFalmer, Taylor and Francis Group [in English].