**Requirements for the design of articles**

Print your text in a simple Word file (Times New Roman, 14 size, one and a half intervals, paragraph indentation – 1.25 cm, margins: top – 2.3 cm; bottom – 2.4 cm; left – 2.1 cm; right – 2.9 cm)), without using too much formatting (without indentation, spare lines etc.), because the text will be formatted later during the layout. If you have tables, graphs, or drawings, save them in a separate file.

 In the upper left corner, specify the UDC.

\* Please do not forget to specify the email address and place of work for each author, as well as information about yourself (50-100 words)(Biodata) in Russian and English for each author (at the end of the article).

The number of authors should not exceed 4-5 (depending on the volume of the article).

▪ Your article should contain an abstract of 600-900 characters with spaces and 5-10 relevant keywords in Russian and English. Terminological combinations should not include more than 3 words

The working languages of the article are Russian, English, and French. The abstract is always translated into English. If you are not a native English speaker, please check the text of the abstract carefully with the help of a native speaker.

 ▪ Make sure that all sections, subsections, examples, tables, figures, notes, etc. are numbered sequentially without any spaces.

▪ Please check the references systematically to make sure that all the works listed in the text are also listed in the "List of sources used" section, and vice versa. Do not list works that are not cited. ▪ Please do not forget to obtain written permission to use materials (e.g. maps, drawings) that are copyrighted by others.

• A fixed space is placed between the initials and the surname, between the number/paragraph sign and the number (Ctrl+Shift+space).

Headlines

All headings start flush on the left and must follow the following numbering system: 1 first-level headline

 1.1 second-level header

1.1.1 third-level header

Never start the section numbering with “0” (“0” should not be used anywhere in the section numbering). \* In English names, only the first letter of the first word should be written in capital letters, as well as proper names.

 Quotes

 Short quotes (less than 60 words) should be included in the text and enclosed in double quotes. Single quotes enclose quotes within a quote.

 ▪ Longer quotes should appear as a separate block and should not be enclosed in quotation marks.

 ▪ All quotations in languages other than English must be accompanied by a translation in square brackets.

Always specify the page number(s) for citations.

References to the source are in square brackets: [Surname, year of publication, page ...]. The link should be placed at the end of the quote. The period at the end of the sentence is placed after closing the brackets.

Cross-references

 ▪ Links to section/subsection numbers within the article should contain the capital word "Section“ followed by the section number: for example, ”see Section 4.2".

▪ Links to tables or figures inside the article should contain the capital word "table” or “figure" followed by a digit: for example, "see Table 3".

▪ Do not quote page numbers in your own article or page numbers in other articles in the issue.

 Font, highlighting and punctuation

 Italics should be used for:

▪ words, phrases and sentences considered as linguistic examples;

 ▪ foreign language expressions;

▪ Titles of books, published documents, newspapers and magazines;

 drawing attention to key terms in the discussion only at the first mention;

▪ Underscores of a word or phrase in a quote with the indication [Italics are mine].

Bold or underline can be used minimally to draw attention to a certain linguistic feature in numbered examples (not in running text).

Please keep the use of italics and bold to an absolute minimum.

 Capital letters and small capital letters should not be used for highlighting.

 Single quotes should be used to translate foreign words, for example, cogito <I think>. In all other cases (i.e. direct quotes in a related text), double quotes "" should be used.

Dashes:

▪ Interval dashes are used as parenthetical dashes (text–to-text).

▪ A short dash (hyphen) should be used between inclusive numbers, for example, 153-159, 1975-1979.

 Spacing: Enter one space (not two) after the dots, commas, and colons. Brackets: Do not use double parentheses: the brackets inside the brackets should be square brackets, for example (introduced by Bloomfield [1933:123-125]).

Linguistic examples

Examples should be italicized.

 Linguistic examples and glosses (indications of the grammatical characteristics of a particular word form or an abbreviated record of the meanings of grammatical features) must follow the "Leipzig Glossing Rules" (http://www.eva.mpg.de/lingua/resources/glossing-rules.php ) . The alignment of glosses is preferably using tables or tabs (not a space). The source of the example should be specified in a new line aligned to the left with the text of the example.

References to examples in the text should look like "see (2a) and (2b)” with both numbers and letters in parentheses.

 Tables, figures and illustrations

 ▪ Information presented in tabular form should be designated as "Table...".

▪ Graphs, line drawings, photographs, etc. should be marked as "Fig. ...".

▪ Photographs and scanned images should have a minimum resolution of 300 dpi, line drawings of at least 1200 dpi.

 ▪ If the drawings are embedded in the text, please also provide the drawings as separate files for typing.

 ▪ Tables and figures should be numbered sequentially throughout the text.

▪ Table captions should be located directly above the table; figure captions should be located directly below the figure.

 ▪ Do not end the text with a colon immediately before the table/drawing, as the exact location of these elements cannot be determined until the manuscript is typed.

 Sources

The list of references should contain from 15 to 25 sources (15 sources for an empirical article, 25 sources for a review article), and all of them should be quoted in the text of the article.

The editorial board of the journal "Testology" recommends that the authors include in the list of used sources articles on the topic from previous issues of the journal that are in the public domain.

The list of References is given twice, first in Russian and foreign languages, then in automatic transliteration into Latin of Russian-language names. The numbering of the sources must match in both lists.

Sources are issued in accordance with Russian rules.

1. When quoting in the text, the number of the position in the list of references and the page number are indicated in square brackets: [3, pp. 12-13].

2. All quotations in languages other than English must be accompanied by a translation in square brackets.

3. The list of references is submitted at the end of the article, designated as "Literature" and arranged alphabetically. First, literature is given in Cyrillic, then in Latin. The list of references is drawn up in accordance with GOST 7.0.5.2008.

4. After that, a list of sources is given in the form of transliteration (via online translit.ru ). Further, the translation of the names into English should be written in Latin in lowercase letters and enclosed in square brackets immediately after the original title.

5. In the list of references, the works of the same author/editor published in the same year, please distinguish the works using the letters: (Smith ....2004a, 2004b, 2004c).

6. Links to several works by the same author/editor or a group of authors/editors should be listed in chronological order, with the oldest publication at the top and the newest at the bottom.

▪ The format of reference records in foreign languages should correspond to the “unified style sheet for linguistics " (http://linguistlist.org/pubs/tocs/JournalUnifiedStyleSheet2007.pdf ) (see examples below).

▪ All works cited in the current text should be listed in the reference section.

 The references section should include only those works that are cited in the text. \* If possible, specify the full names of the authors and editors.

 ▪ If initials are used, they require periods and must be separated, for example, Ronald W. Langacker, R. M. W. Dixon.

▪ Entries must contain the full title and subtitle of each work.

▪ The page numbers of articles in journals or edited papers should be inclusive.

▪ Links to several works by the same author/editor or a group of authors/editors should be listed in chronological order, with the oldest publication at the top and the newest at the bottom.

 ▪ Reference materials for copyrighted and edited works by the same author should not be mixed together, but should be grouped separately.

Request:

▪ specify both the place of publication and the name of the publisher.

▪ Translation of titles into English into languages other than French, German, Spanish and Italian. The translation must be written in Latin in lowercase letters and enclosed in square brackets immediately after the italicized title of the original.

▪ Abbreviate “edition " in reference entries as " edn." (to distinguish from "ed.”for editors").

Please do not:

▪ Shorten the names of magazines, book series, publishing houses or conferences.

 ▪ use "etc.” in the text of the link; in case of collective authorship, the first three names of authors / editors indicated in the bibliographic description of the work should be indicated in the list of sources, then – etc..