

Requirements for “Conservatory” scientific journal

“Conservatory” scientific journal was approved by Azerbaijan National Conservatory Scientific Board and registered by the Ministry of Justice of Azerbaijan Republic on 17.12.2008 under Certificate number 2770.

Articles submitted to “Conservatory” scientific journal must meet the following conditions.

Structure of an article

1. Name and surname of an author
2. Photograph of an author
3. Affiliation (academic rank, scientific degree or honorary title or the institution for doctoral candidate and dissertant) and position (place of work, address)
4. Email
5. Title of the article (Block letters)
6. Abstract of the article in original written language (4-5 sentences) and key words (6-10 words)
7. Text of the manuscript, images including musical notes
8. List of references
9. Abstract and key words in two other languages
10. Reviewers

Format of the submitted article

- Printed manuscript (1 copy) and its electronic version (in CD or flash memory) together with 2 reference letters should be presented. Submitted manuscript and a CD are non-refundable. Manuscript could be emailed to the journal to azconservatory@gmail.com
- Manuscript should be written in Azerbaijan, Russian or English languages using Times New Roman 14 font size and 1.5 line spacing.
- One blank space should be placed to separate words as well as after period or comma. Additional design to the article is not allowed.
- First, authors name and surname are written.
- The author's position, work address and if available scientific degree are given.
- Valid email address should be indicated to contact the author and to use in publication.
- Title exceeding 8 words will be reduced. No period should be used at the end of the title. If title consists of two sentences then period should be used after the first to separate them.
- Following the title abstract and key words should be written in manuscript's language. Abstract should contain few sentences. Both abstract and key words should represent the main point of the article and given before the article.



- Article including list of references, note samples and abstract recommended to be within 7-15 A4 pages.
- References are given at the end of the article. Article with too many references or without any reference is not acceptable.
- If article is research work, note samples must be presented. Notes must be accurately written using note writing softwares. Photocopied notes must be in high quality to be included to the article.
- Following the reference list, abstract and key words should be written in two other languages.
- Signatures of two reviewers are presented at the end of the article.
- Articles failed to meet abovementioned requirements could be returner to the authors.
- Authors should provide phone numbers upon the acceptance of the article for consideration. Phone numbers will not be published.



Example:

Author’s name, surname
Place of work, position, address of work
Scientific degree
Email

TITLE OF THE ARTICLE (LESS THAN 8 WORDS)

Abstract in written language:

Key words:

Text of the article

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Note sample and images.....

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.....

List of references

1.

2.

Author’s name, surname in Russian

Authors position and scientific degree in Russian

TITLE OF THE ARTICLE IN RUSSIAN

Резюме

Abstract in Russian.....

.....

Key words in Russian.....

Author’s name, surname in English

Authors position and scientific degree in English

TITLE OF THE ARTICLE IN RUSSIAN

Abstract

Abstract in English.....

Key words in English.....

Scientific impact of the article



The scientific value of the article to be published in the scientific journal, first identified. Articles can not be contrary to the grammar and writing rules of Azerbaijan language. Beautifully written article is advantage for the author. At least one problem should be addressed and solved in the scientific article and concluded at the end of the article. Scientific article is research work. Citations of books and articles have been published before do not give scientific value to the article. Usage of others ideas without citation is considered as plagiarism. Quotes within the quotation marks without references is considered as non-professional approach. Publishing group is not obliged to find and use those citations.

Scientific novelty of the article should be clearly indicated at the end of the article. Article will be immediately returned if the fact of plagiarism is detected in the article. Not only sentence, but also usage of the thoughts and ideas of others is considered as plagiarism. If the fact of plagiarism is detected, the author who published his work or book first to be justified. The author who has found that his work is plagiarized may complain to the Higher Attestation Commission and request the retract the scientific status of the article.

In case of problems with the determination of the scientific value of the article, editorial board will make decision based on the opinions of scientific board of experts. The editorial staff may keep confidential the members of scientific board.

Reviewers

Scientific journal articles are presented in conjunction with the editorial opinion of two reliable references. The scientific degree of the reviewer must be higher than that of author's of the article. Reviewers report must be in about one page and describe the essence and the scientific value of the article. Reviewer should carefully read the article before writing an opinion. Review is not given to the author's talent and personal characters but given to a specific article. The editorial relies on the opinion of the reviewers. Reviewer is responsible for the issue of plagiarism.

List of references

References need to be cited within the scientific scope of the subject. The list of references at the end of the article should not be in alphabetical order, instead should be as encountered in the text and numbered in sequence, for example, [1] or [1, p119]. Bibliographic references "bibliographic description of the documents" - 7.1- carried out according to the 2003 State Standards. Bibliographic information must contain all necessary information in order to be able to verify the reliability of given information directly from the primary sources.

Priority should be given to the literature of the last 5-10 years. Reference in the text is indicated by the square or normal parentheses. For example: [11] or (11).

Page number of the reference should also be indicated in the text. If large book(s) are referred in the text several times, it should appear in the list of references only once, but for the list of the works after volume (multivolume works) and the relevant page (s) is displayed. For



example: [39, 250-252], [153, p. 2,106], and other place in the text [39.156], [153, p. 18691] etc. References can be separated by a comma, if multiple references must be shown. For example: [39, 3, 12].

It is better to make notes in the bottom of the page. Notes given in parentheses, or at the end of the article makes the article uneasy to read.

Citation rules

Following notations are used to describe bibliographic sources mentioned in the article: colon, comma, colon -, / slash, // double slash, (), [] parentheses. The bibliographic description of the reference should be made depending on its type. The information about the sources is described as follows.

A reference to the book:

Bibliographic description of books (monographs, textbooks, etc.) is presented using the name of the author or the book; if there are less than four authors last name and initials of the author or authors are given. For example: Badalbayli A.B. Descriptive monographic dictionary of music. B.: Science, 1969, 248 p.

Books (collective monographs or textbooks) with no indicated authors or with more than four authors should be given with names of books and separated using slash. For example: Criminalistics: the textbook for high schools / Edited by K.Q. Saricalinskaya. Baku: Law Literature, 1999, 715 p.

Volume publications is referred as follows:

Azerbaijan history: 7 volumes, IV v., Baku, Science, 2000, 456 p.

Citation to articles:

Bibliographic description of the the citations to articles is composed of two parts. 1. Information about the article; 2. Information about the publisher of the article. These parts are separated with double slash - "/" with one space before and after it. Authors surnames and initials should be given in references with up to four authors. Both initials of authors of references in Azerbaijan and the Russian languages, and only the first letter of the names of authors of references in western European languages should be indicated. For example:

Abdullayeva S.A. With the voice of our musical instruments. // "Gobustan" magazine, 1971, №1, p. 69-70.

In foreign language:

Liang C., Krizan S. An IR-spectroscopic Study of the effect of irradiation on the structure of imizing polyutadilne (akrilonitrill) // Polym. Sci., 1999, p. 31, No. 123, p. 51-60.



In the articles with more than four authors, surnames and initials of the first three authors are given followed by abbreviations: - " və b." – in publication in Azerbaijan language, "и др." – Russian language publications; - "et al" in the publications of west European languages. For example:

Məmmədov F.X., Mahmudov T.Q., Sadıxova Z.İ. və b. Armourianum növü və onun seleksiya əhəmiyyəti // Azərbaycan Aqrar elmi, 2003, №1-3, s. 78.

Citation to the collection of articles, or reference materials of the conferences:

The bibliographic description of the collection of articles and conference materials are composed of two parts. They are separated from each other with one slash "/" that is separated by one space before and after. For example:

Ahmadov M.C. About one Azerbaijan musical instrument encountered in the Middle Ages Arab sources. V Republican Conference materials. October 29-31, 1990. B.: 1991, p. 23-24.

Citation to the dissertation:

While citing to the dissertation, the author's name, initials, title of the dissertation should be given; then the claimed scientific degree, city, year of publication and volume should be given. For example: S.Y. Suleymanov Chlorophyll-protein complexes in thylakoid membranes of chloroplasts and the formation of their structural and molecular regulation: Biol.elm.dok. ... dis. Baku, 2003, 2002.

Citation to newspaper article:

In case of citation to the newspaper materials, the author's last name and initials, then the name of the source, the newspaper's name, published city, year, day, month or number should be stated. For example:

Mammadov M.A. The study of the genre of tragedy. "Literature and Art" newspaper., Baku, 1966, May 14.

Citation to the archive materials:

1. Bakıxanov Ə.M. Üzeyir Hacıbəyov haqqında xatirələrim. Ə.Bakıxanovun şəxsi arxivi, s. 6.
2. Azərbaycan Respublikası MDTA: f. 44, siy.2, iş 26, vv. 3-5



Citation to the Internet resources:

Internet resources are considered as electronic documents, databases, portals, sites, web pages, blogs and forums. When citing to the resources of the Internet, the article title, site's name and publication date should be stated. Then the web address of the source is displayed after URL. "URL" means Uniform Resource Locator. For example:

Abdullayev A. Valued edition. - Bibliography. Discography. Notography. // "Music world" magazine, № 3 - 4 (17), 2003. p. 213-214.

[URL:http://www.musigi-dunya.az/new/read_magazine.asp?id=294](http://www.musigi-dunya.az/new/read_magazine.asp?id=294)

Photo and note samples

Author's photo should be submitted in order to be published in "Conservatory" journal. Photos must be at high quality and high pixel. Photos must already be scanned and stored in any electronic media, flash memory, or transferred to CD. This is true for the images for the article as well. Images should be submitted in high quality scanned along with the article. When included in the text images lose the quality and makes edition impossible. Photo illustrations and note samples also important for the electronic version and site of the journal.

Abstracts

Abstracts of the articles in different languages should be consistent with each other, and with the content of the article. Abstracts should be seriously prepared from scientific and grammatical points of views. Two abstracts in different languages required for the publication should be translated by the professionals. Online translators and electronic dictionaries are useless as the translation is literal.

Decision of the editorial board

- Articles failed to meet the general requirements may be returned immediately.
- Articles sent for revision should be prepared as soon as possible otherwise, it may be skipped for the next issue.
- The articles which have already been published in another journal cannot be submitted to "Conservatory" journal. Re-publication violated the copyrights of publisher if not the author.
- If article was rejected by experts the decision of the board it cannot be re-submitted with minor changes or changes of the title.

