

AUTHOR GUIDELINES

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When Submitting an Article Proposal:

All submissions to our journal are evaluated through the DergiPark system. The evaluation of submitted works may vary depending on the publication period of the journal. Authors are informed about the process of their submitted works at different stages, and the issue in which the work will be published is communicated to them. There is no fee for the evaluation process and publication of works submitted by authors. Submitted works must not have been previously published elsewhere or in any language. All submitted works are checked for plagiarism before entering the peer-review process. Works cannot have more than four author names. Accepted works for the evaluation process must wait until the peer-review process is completed.

PEER-REVIEW PROCESS

Regular Issue

The editorial board initiates a preliminary review process for the submitted works. The selected works are then subjected to the peer-review process with the authors' names kept confidential. The final decision is made by the editorial board; however, the decision to reject, accept, or suggest formatting changes is at the discretion of the editorial board. Nevertheless, any revisions that may significantly affect the entire work are made with the authors' consent. The peer-review process may take between 3 to 6 months, depending on the publication period of the journal.

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Once a year, a special issue may be published based on a specific theme. At least six authors may be invited to submit articles for publication. The selected works undergo a peer-review process with the authors' identities kept confidential. The final decision is made by the editorial board; however, the decision to reject, accept, or suggest formatting changes is at the discretion of the editorial board. Nevertheless, any revisions that may significantly affect the entire work are made



with the authors' consent.

Text

The submitted works, including abstract and references, should not exceed 30 pages. Articles submitted to the journal should contain a minimum of 4,500 and a maximum of 9,000 words, including footnotes and references. The articles should be written in English or Turkish.

Title, Subtitles, and Author Information

The title page must contain the full title of the work in Turkish and English. The main title should be presented in Times New Roman 14 font size, with all letters capitalized. The author's name should be placed under the title of the article. The author's last name should be written in capital letters. The author's title, affiliation, email address, and ORCID number should be indicated in the footnote. In the initial submission file, there should be no author identification or any information that would reveal the authors. Authors should add their identification information in the revised version after the evaluation process. In the case of multiple authors, information about each author should be provided on a new line. In this case, detailed contact information for the corresponding author must be provided.

Author changes are processed only before the acceptance of the article. Authors should carefully review the list and order of authors before submitting their articles. Changes to author responsibilities (such as adding, changing the order, or removing authors) cannot be proposed once the evaluation process has begun.

The main title should not exceed eight words. Abbreviations should not be used in the title, subtitles, or author information section. Subtitles should be brief and clearly convey the meaning.

Abstract and Keywords

The submitted works should include a short abstract of no more than 200 words and should be titled as ABSTRACT. The abstract should summarize the purpose, method, significant points covered in the study, and briefly present the conclusion. The abstract is prepared to provide readers with a summary of the study before reading the entire work. Keywords should include the main concepts covered in the study. Citations should not be included in the abstract.

For every study written in Turkish, an English abstract must be provided. Conversely, studies written in English should include an abstract in Turkish.



FINAL SUBMISSION, COPYRIGHT, AND AUTHOR GUIDELINES

After undergoing the review process by the reviewers, authors submit the final version of the manuscript, taking into account the criticisms and suggestions of the reviewers. At this stage, no new additions or changes to the manuscript can be made except for those suggested by the reviewers.

Originality

Authors are expected to submit original work. If authors utilize or refer to other works, they must cite them accurately and fully.

Manuscript Writing

An original research article should address the topic in an original and objective manner.

Authorship and Contribution

All those who have made significant contributions to the conception, design, execution, or interpretation of the study should be listed as co-authors. Those who have made minor contributions should be acknowledged in the acknowledgment section. The corresponding author should ensure that all co-authors have seen and approved the final version of the manuscript and have agreed to submit it for publication. Authors share responsibility for the work. Individuals who have not contributed intellectually to the content creation should not be listed as authors.

Conflict of Interest

All submitted works intended for publication must disclose any potential conflicts of interest and relationships.

Data Access and Preservation

Authors may be requested to provide raw data related to their articles during the evaluation process, and in such cases, authors should be prepared to provide the requested data and information to the editorial and publishing boards.

Publication of Studies Based on Surveys and Interviews



Authors should have the rights to use the data used in their studies and should possess documents proving that they have obtained the necessary permissions for research/analyses or obtained consent from the subjects of experiments. Ethical committee approval is required for all research conducted in all fields of science (ethical committee approval must be obtained, this approval must be stated and documented in the article. In studies requiring ethical committee approval, information about the approval (committee name, date, and number) should be included in the methods section and also on the first/last pages of the article; in case reports, information about obtaining informed voluntary consent/consent form should be included in the article.

Error Reporting

Authors are obligated to inform the journal editor or publisher and collaborate with the editor in correction or withdrawal procedures if they notice any errors or mistakes in their published, pre-print, or under-review work.

Multiple and Simultaneous Publications

Authors cannot submit their works to more than one journal simultaneously. Each submission can only be initiated after the completion of the previous submission. A work published in another journal cannot be submitted to the Strategic Public Management Journal.

Free Policy

Authors are not required to pay any fees for any process in the journal.

Technical Details

Submitted works should be in Word (.doc) format in A4 portrait layout. The text should be double-spaced, in Times New Roman 11 font size, with 2 cm margins on all sides. Manuscripts submitted for the Strategic Public Management Journal should not follow the writing guidelines of articles published before 2017 as they may differ from the guidelines for new issues.

Paragraph headings, section breaks, footers/headers, and page numbers should not be used. For bulleted lines, use dashes or regular numbers; avoid using numbering or other automatic functions. For any note or information that needs to



be provided separately without disrupting the flow of the text, use the Word "footnote" feature, and these footnotes should end with a period.

Structure of the Manuscript

A manuscript includes sections, subsections, and parts. The numbering method is as follows. Only the first letter of words in subsection headings should be capitalized. All headings should be in Times New Roman 12 font size, with the first letter of each word capitalized.

Quotations

Quotations should be included in the main text using quotation marks. Original formatting or hyphenation methods can be preferred. Any information related to the quoted part should be provided in parentheses. If you want to emphasize a quoted section, it can be italicized. Quotations should always include a reference to the source.

Table

There should be a 6 pt space before and after the table. Table headings and text should be in 12 pt font size (lower font size can be used if necessary). There should be no line spacing or gaps within the cells. Vertical, right, and left margins should not be colored within the table. An example of a table is provided below:

Tablo 1.

Tablo başlığı

	Bilgi	Bilgi	Bilgi	Bilgi	Bilgi	Bilgi
Veri	00	01	02	03	04	05
Veri	06	07	08	09	10	11
Veri	12	13	14	15	16	17

Kaynak: Kaynak

Graphics, Figures, and Maps

Since the journal is published in black and white, all elements should be designed accordingly; designs should be made so that different parts can be distinguished (shades of gray or different background textures can be used). All graphs, figures,



and maps should be automatically fitted to the window, and the titling should be done as in the Table section.

Paragraph

There should be a 6pt space between paragraphs.

Lists

In sections containing lists within the text, a period and a space should be left after each number. Each line should end with a comma, semicolon, except for the last line, which should end with a period.

Abbreviations

Except for commonly used abbreviations (such as UN, EU, USA), all abbreviations should be written out in full the first time they are used, with the abbreviation provided in parentheses. For example: 'World Health Organization (WHO)'. The abbreviated form can be used in subsequent sections.

Footnotes

Footnotes are only used for necessary explanations and are automatically provided with the "FOOTNOTE" command. Citations in footnotes should be arranged in parentheses with the author's surname, the publication year of the work, and the page number.

Dates

When writing dates, write the day, month, and year (2 November 2016). Year ranges should be written in the form "1960s" within the text.

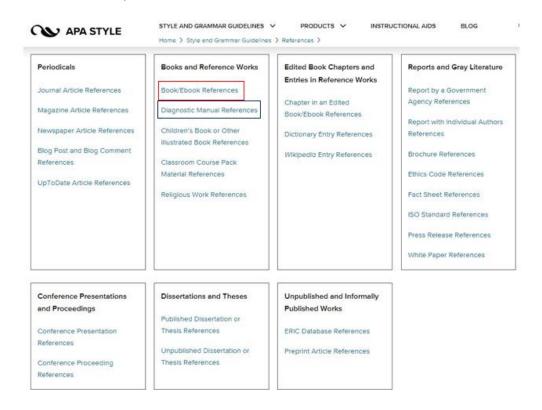
References

The Strategic Public Management Journal arranges articles according to APA 7 rules and requires studies to be prepared according to the most recent APA format.

You can find all detailed information on the APA 7 official website.



Sample Usage: When using reference texts for your study, after reaching the APA STYLE page from the link above, you can access the rules by going to the section indicated by the red box titled Books and Reference Works, and then under it, you can access the rules from the title Book/Ebook References indicated by the blue box immediately below it.





Book/Ebook References

Use the same formats for both print books and ebooks. For ebooks, the format, platform, or device (e.g., Kindle) is not included in the reference.

This page contains reference examples for books, including the following:

- 1. Whole authored book
- 2. Whole edited book
- 3. Republished book, with editor
- 4. Book published with new foreword by another author
- 5. Several volumes of a multivolume work

1. Whole authored book

 Jackson, L. M. (2019). The psychology of prejudice: From attitudes to social action (2nd ed.). American Psychological Association. <u>https://doi.org/10.1037/0000168-000</u>
Sapolsky, R. M. (2017). Behave: The biology of humans at our best and worst. Penguin Books.
Svendsen, S., & Løber, L. (2020). The big picture/Academic writing: The one-hour guide (3rd digital ed.). Hans Reitzel Forlag. <u>https://thebigpicture-academicwriting.digi.hansreitzel.dk/</u>

* Parenthetical citations: (Jackson, 2019; Sapolsky, 2017; Svendsen & Løber, 2020)

* Narrative citations: Jackson (2019), Sapolsky (2017), and Svendsen and Løber (2020)

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