

## Requirements for formatting articles

1. Scientific papers with a volume of 8-16 pages are accepted for consideration. The paper should be submitted to the editorial office in a digital and printed form.
2. Page layout - A4. Margins: top – 2 cm, bottom – 3 cm, right and left – 2 cm. The font of the text is Times New Roman with 1 line spacing. The font size of the main text is 12 pt. Abstract, keywords, caption, information about authors should be in 10 pt. First line indent is 1.25 cm.
3. Structure of article text:
  - 3.1. The Universal Decimal Classification code number (UDC) is put in the upper left corner;
  - 3.2. Title of the article (font size - 12 pt., bold);
  - 3.3. First name, patronymic and last name of the author (s);
  - 3.4. Information about the author (s): academic degree, academic rank, position, place of work, city and contact information;
  - 3.5. Abstract (basic information on the article and the results of the study; the required number of words is from 100 up to 250);
  - 3.6. Keywords (basic concepts discussed in the article);
  - 3.7. Items 3.2 - 3.6 should be translated into English. The submitted translation should be fully consistent with the text in Russian;
  - 3.8. Funding of the article (if any);
  - 3.9. Text of the article;
  - 3.10. References.
4. The main text of the article should be structured (introduction, problem statement, research methods, results, conclusion, etc.).
5. Figures and tables are placed as they are mentioned in the text. Photocopies from books and journals as well as poorly scanned materials are not accepted.
6. References in the article are specified in square brackets (for example, [1]). References are listed at the end of the article (in the order of being mentioned in the text) and arranged according to GOST R 7.05-2008 «References. General requirements and compilation rules». Self-citation of over 30% is not allowed.
7. To publish an article, an external review is to be e-mailed to the editorial office. Please be aware of the fact that existence of an external review does not cancel an internal review and is not a basis for making a decision about publication.
8. All materials are checked through the «Anti-Plagiarism» program. The author is responsible for the scientific content of the article and guarantees the uniqueness.
9. The editorial board has the right to reduce the text of the article and introduce editorial corrections into it.

IF YOU HAVE ANY QUESTIONS RELATED TO THE PUBLICATION, PLEASE CONTACT THE EDITORIAL BOARD:

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## **Requirements for references arrangement**

Author / s (last name SPACE initials). Title: information related to the title / information on responsible persons (editors, translators, teams). Information on the publication (information on the reprint, publication number). (Series). - Place of publication: Publishing office, Year of publication. – Number of pages.

### **Examples:**

Anikin B.A., Rodkina T.A. Logistics. - M.: Velby, Prospect, 2008. - 408 p.

Science, innovation and technologies in the Republic of Belarus 2005: Proceedings / Tamashevich V.N. and others. - Mn.: GU BelISA, 2006. - 204 p.

### **Requirements for references of articles or individual chapters with different authors from a book or collection of articles**

Author/s (last name SPACE initials). Title of the article: information related to the title / information about responsible persons (authors of the article) // Title of the book: information related to the title / information on responsible persons (authors of the book); subsequent information (editors, translators, teams). - Place of publication: Publishing office, year of publication. - Location of the article (page).

### **Examples:**

Gohberg L.M., Kuznetsova I.A. Innovation as a factor of modernization of the economy // Structural changes in Russian industry / Ed. E.G. Yasina. - M.: SU – HSE, 2004. - P. 37-74.

### **Requirements for references of dissertations and abstracts of dissertations**

Author. Title: Dissertation (Abstract of Dissertation)... Ph.D. (Doctor) - Place: publishing house (if any). – Number of pages.

### **Examples:**

Bezrodnaya V.F. Features of the formation of civil society in the process of political modernization of Ukraine: Abstract of Dissertation... Ph. D of Political Sciences - Odessa, 2004. - 16 p.

### **Requirements for references of articles from newspapers or journals**

Author. Title of the article: information related to the title // journal title. - Year of publication. - Publication number. - Location of the article (page).

#### **Examples:**

Yakovlev P. Government contract awaits innovation // Newsletter of current information "Moscow biddings". - 2013. - № 4. - p. 8-9.

### **Requirements for references of electronic resources**

Author. Title // Address. [Electronic resource]. - Access mode: URL (without punctuation at the end)

#### **Examples:**

Morozov M.E. What is an arbitral tribunal? // All-Russian information resource. [Electronic resource]. - Access mode: <http://arbitrage.ru/articles/32-Chto-takoe-treteiskii-sud.html>

## EXAMPLES OF REFERENCES ARRANGEMENT

### **BOOKS of one author**

Medvedsky R.I. Construction and maintenance of oil and gas wells in permafrost formations. - M.: Nedra, 1987. - 230 p.

### **BOOKS of two or more authors**

Ovchinnikov P.V. Special consolidating materials for low-temperature wells / P.V. Ovchinnikov, V.G. Kuznetsov, A.A. Frolov, V.P. Ovchinnikov, A.A. Shatov, V.I. Urmancheev. - M.: Nedra-Business Center LLC, 2002. - 115 p.

### **REGULATIONS**

Rules for organizing and implementing monitoring over safety requirements at dangerous production facilities: Decree of the Government of the Russian Federation. March 10, 1999 No. 263 // Collection of laws of the Russian Federation. - 1999. - No. 11. - 1305

### **COLLECTION OF SCIENTIFIC PAPERS**

Physico-chemical mechanics of dispersed structures: coll. of scie. papers - Kiev: Naukova Dumka, 1986. - 264 p.

### **PROCEEDINGS OF THE INSTITUTE**

Development challenges of the fuel and energy complex of Western Siberia at the present stage / Ed. V.P. Ovchinnikov // scientific and technical Conf. 40th anniversary of TyumenSOGU, September 25-27 2003. - Tyumen: TyumenSOGU, 2003. - T. 1. - 200 p.

### **HANDBOOKS**

Abubakirov V.F. Drilling equipment: handbook / V.F. Abubakirov, Yu.G. Burimov, A.N. Gnoevih, A.O. Mezhlumov, V.Yu. Bliznyukov. - M.: Publishing House Nedra, 2000. - T. 1. - 268 p.

### **SCIENTIFIC AND TECHNICAL COLLECTIONS**

Features and several problems of well drilling // NTIS. Series: Construction of oil and gas wells on land and at sea. - 1992. - Vol. 1. p. 1-3.

### **GUIDELINES**

Guidelines for using blow-out prevention equipment. - M.: VNIIBT, 1990. - 34 p.

### **STATE STANDARDS AND CONTROL DOCUMENTS**

GOST 20572-88. Pumps and twin-screw units. Types and basic parameters. - M: Publishing house of standards, 1988. - 4 p.

SR 08-624-03. Safety rules in the oil and gas industry: Approved by the regulation of the Gosgortekhnadzor of Russia 06.06.2003 No. 56, M., 2003. - 256 p.

## **PATENT DOCUMENTS**

Pat. 2071555 RF, 21 B 43/22, 33/138. Composition for regulating the development of oil fields / Yu.V. Baranov, I.G. Nigmatulin, I.V. Shpurov, A.A. Ruchkin (Russia). - No. 94037502/03; October 6, 1994; Publ. 01/10/1997, newsletter № 1.

## **DEPOSITED SCIENTIFIC PAPERS**

Parshukova L.A. Complex approach to using laboratory and field methods for monitoring the stability of well walls in clay formations / L. Parshukova, G. Zozulya; TyumenSOGU. - M., 1994 .- 28 p: VINITI December 20, 94, No. 2976 B94.

## **DISSERTATIONS**

Kurbanov Y.M. Theory and practice of separation of strata in deep and superdeep wells: Dis ... Doctor of Engineering Sciences: 25.00.15. - Tyumen, 2002 .- 253 p.

## **ABSTRACT OF THE DISSERTATION**

Kireev A.M. Development and research of technologies and technical tools for managing rock pressure during well construction: Abstract ... Ph. D: 25.00.15. - Tyumen, 2002. - 25 p.

## **STUDY GUIDE FOR UNIVERSITIES**

Kuznetsov V.G. The stress-strain state of the lining of wells in the permafrost zone: Study guide for universities / V.G. Kuznetsov, V.P. Ovchinnikov, A.A. Frolov, V.I. Kucheryuk, V.F. Sorokin, S.I. Ivanov; Department : drilling of oil and gas wells. Tyumen state. Oil and Gas University. Doctor of Engineering Sciences S.N. Bastrikov. - M: Nedra-Business Center, 2003. - 154s.

## **MONOGRAPHS**

Galeev R.G. Increasing production of hard-to-recover hydrocarbon raw materials: Monograph. - M.: KUBK, 1997 .- 352 p.

The order of the examples in the above list cannot be used as a scheme for grouping materials in a list of References.

The order of the used materials is determined by the authors themselves. The most common ways of organizing material in the list are **in the order of being mentioned in the text or in an alphabetical order.**

## Electronic resources

<http://media.utmn.ru>

Abashev V.V. Perm as a text: Perm text in Russian culture and literature of the XX century // <http://yuryatin.psu.ru>

*When typing in Word, an Internet address often turns into a link (blue font and underlining). To avoid this, move the cursor to the address, click the right mouse button and choose "Delete the Hyperlink".*

## Please, read these 10 points carefully to avoid common mistakes!

1. If two places of publication, both are indicated with a semicolon. For example: *M. ; L., 1957*. Or: *Tyumen; Perm, 2003*.
2. University publishing office is named as follows: *Tyumen State University Publishing Office*.
3. Information about the persons who participated in the preparation of the publication (compilers, editors, etc.) is placed in a part about responsible persons - after one slash. For example: *History of Russian Journalism of the 18th – 19th Centuries / Ed. L.P. Gromova. SPb., 2003*.
4. Two slashes separate information about the author and a title of an article from the information about the publication in which this article is included.
5. There is no *dot* before one or two slashes. Before and after the signs / and // it is necessary to put a SPACE.
6. If “dash” means “from ... to ...” (“range of values”), then it is *not* spaced. For example: *1920-1930s; journalism of the XVIII–XIX centuries; p. 7–19*. A “dash” in its usual meaning is always separated from the words by a space.
7. Please, ensure that the initials of the author (name and patronymic) are indicated in the list of references. Foreign authors and Russian-speaking authors of newspaper and journal publications, whose middle name may not be known to you, are an exception (only the initial of the name is indicated).
8. Please be aware that in the reference of the book at the beginning of the reference and after two slashes, the initials of the author are put after the last name: *Zasursky I.I.* After one slash, when pointing to the editor or compiler, the initials are indicated first, and then the last name is mentioned: *Ed. I.I. Zasursky; Comp. I.I. Zasursky*.
9. Information on the issue number, part, volume, etc. is placed before the information on the place and year of publication and is indicated with an Arabic numeral: *Issue. 2; Part 1; V. 14*.
10. **When formatting references, first line indenting is not used!**