PUBLISHING PRINCIPLES

Works sent to the Journal of Security Strategies must not be published elsewhere or must not be sent to another publication in order to be published.

A. PRINCIPLES AS TO THE EDITORIAL BOARD

1. Language of publication is Turkish. However, works written in English, German, and French may also be published. Reductions to papers submitted to the journal are made by Vice Editors and the Editorial Board. The most recent edition of the spelling guide of Turkish Language Institution is taken into account for language use, punctuation, and abbreviations. The texts submitted must be clear and understandable, and be in line with scientific criteria in terms of language and expression.

2. The texts submitted to be published must be no longer than 30 pages including also the abstract and references.

3. For other languages, the texts must be submitted together with the abstract no longer than 250 words in the language of the text and in English at the beginning of the paper, and with the five keywords and the summary of the article no longer than 750 words in English.

4. Texts written other than English must be provided with an article summary no longer than 750 words.

5. Name of the author must be placed at the right corner in bold italics, in 1 type size; his/her title, place of duty and e-mail address must be indicated in the footnote with (*) in 9 type size. Footnotes for other explanations must be provided both in the text and down the page in numbers.

6. The type character must be Times New Roman, 1 type size, line spacing 1,5, footnotes in 9 type size and with single line spacing.

B. PRINCIPLES AS TO PAGE LAYOUT

1. Indentation must be, for the first line, 1, 25; spacing before must be 3 pt, after must be 3 pt, justified, and line spacing must be 1, 5.
2. Page layout must be normal; page setup must be 5 cm from top, 5.5 cm from bottom, 4.5 cm from left, 4.5 cm from right, gutter 0, header 1.25 cm, and footer 4.5 cm.

3. Sub-headings must be within three characters from the preceding heading.

4. Page numbers must be placed bottom right.

5. Following the first page, name of author must be provided on even numbered pages, and name of paper must be provided on odd numbered pages in 9-type size as headers.

C. PRINCIPLES AS TO REFERENCES AND CITATIONS

1. Citations (references) shall be given down the pages in numbers in The Journal of Security Strategies. References shall not be presented in the text (e.g. Karpat, 2001: 101.).

2. Full identity of the resources cited shall be given; any un-cited resource shall not be presented in the references.

3. Name of publications (name of book for books, name of journal for papers) shall be indicated in italic and bold, page numbers cited should be absolutely specified.

For Books

1. References and citations for the same publication shall be made by using “Ibid”, the same place for the same page. Techniques for citation are presented below.

2. In the footnotes, resources from other languages shall use the English principles, and Turkish references shall use the Turkish principles.

3. If more than one publication from the same author is cited, name, and surname of author, year of publication, “ibid” and page number shall be used. If more than one publication with same year of publication from the same author is cited, letters A, B, C shall be used after year of publication, and it also shall be stated in bibliography.
(1) Books with Single Author:
Name and surname of the author, name of work (volume No if available), (translator if any), publisher, place and date of publication, page number.


(2) Books with Two Authors:
Name and surname of the first author and name and surname of the second author, name of work (volume No if available), (translator if any), publisher, place and date of publication, page number.


(3) Books with More Than Two Authors:
Name and surname of the author et. al., name of work (volume No if available), (translator if any), publisher, place and date of publication, page number.


(4) Translated Books:

(5) Books with Name of Author or Editor Non-Specified:

(6) Publications with More Than One Volume:
For Papers

Name and surname of the author, “name of paper” (translator if any), name of periodical in which it is published, publication year, volume No (Roman)/number: pages in journal, cited page number.

(1) Papers with One Author:

(2) Papers with Two Authors:

(3) Papers with more than Two Authors:

(4) Paper in Compilation Books:

(5) Paper with Author Non-Specified in Journals:

(6) Papers from Daily Newspapers:

(7) Paper from Internet Journal:
Full address should be written.
Hasan Kopkalli, “Does frequency of online support use have an effect on overall grades?”, The Turkish Online Journal of Distance Education, http://tojde.anadolu.edu.tr/ (Access date: 18.11.2009).
For Theses

No *italics* shall be used for headings of non-published theses.

Name and surname of the author, name of thesis, institution and institute of the thesis, place and date of the thesis, page number, (whether it has been published and academic degree of the thesis).


Report

(1) **Report with Author Specified**


(2) **Report with Author Non-Specified**


(3) **Prepared by an Institution, Firm or Institute**


Encyclopedia


Internet

(1) **Web Pages of Public Institutions**


(2) **Messages Sent to Discussion Boards, Forums etc by E-Mail**

Declarations to Conferences


Brochure


Official Publications


Maps and Figures


Bulletins


D. PRINCIPLES TO ABIDE BY IN USING OF DOCUMENTS, TABLES, FIGURES AND GRAPHICS

1. Attachments (documents) shall be presented at the end of the text and down below shall be brief information as to the content of the document and proper citation in line with the relevant criteria.

2. Other attachments (Table, Figure and Graphics) shall be presented as Additional Table: 1, Additional Graphic: 3 and Additional Figure: 7 if indicators other than the text are too many in number; attachments
shall be presented after the References. References to these attachments in the text shall absolutely be made as Additional Table: 1, Additional Graphic: 3 or Additional Figure: 7. If citation has been made for table, figure, graphic or picture, resource shall absolutely be indicated.

3. The names of the tables within the text shall be written on the top of the table and these tables shall be cited in the footnote according the publication type from which it was citied.

4. The names of the figures, graphics and maps within the text shall be written at the bottom of the figures, graphics and maps and these figures, graphics and maps shall be cited in the footnote according the publication type from which it was citied.

E. PRINCIPLES TO ABIDE BY IN PRESENTATION OF REFERENCES

1. Surname of the author shall be at the beginning with capital letters, name with small letters.

2. Resources shall be sorted alphabetically and according to their types (Books, articles, internet resources).

3. Page numbers shall not be indicated for papers.

F. ASSESSMENT

1. Publication Board of the Journal sends to referees of expertise in the field (three referees) the papers it has found relevant in terms of form and fields; the papers are accepted for publication with the approval of at least two referees out of the three. The papers, which have been decided to be reviewed, shall be submitted by the author(s) within no later than 20 days (including the duration of postal service). The revised text may be re-examined by the demanding referees if found necessary.

2. The papers submitted shall be published with the final decision of the Publication Board, following the “can be published” approval of the three experts in the field. Authors shall take into account criticism,
assessment and revisions of the referees and the Publication Board. If the author has any points he/she does not agree with, he/she has the right to specify these issues in a separate page with the justifications thereof.

3. The papers, following the approval by the referees, are ordered by the Publication Board, based on dates of completion of referee reports and also based on the scope of the journal.

4. The papers submitted to the journal shall not be given back whether published or not.

5. The views in the papers published in The Journal of Security Strategies are the personal views of the authors, and are no way the official view of any institution or organization.
GUIDELINES FOR BOOK REVIEWS AND REVIEW ESSAYS

1. Book reviews and review essays shall be written on the academic works in the fields of international relations, strategy, security, history, intelligence, and defense resources, published in Turkey or abroad.

2. Book reviews shall be about 500-1000 words, excluding the footnotes; and review essays shall be about 2500-4000 words.

3. Title information of the reviews shall include name of the book reviewed, author of the book, city of publication and publication house, publication year and ISBN number.

   Example:
   CROSS-CULTURAL ENCOUNTERS AND CONFLICTS
   Charles Issawi

4. Name of the reviewer and his/her institution shall be written at the end of the review essay or book review.

   Example:
   Gültekin Yıldız
   Istanbul University

5. Book reviews shall not be just the summary of the work but shall be the critical discussion of the work. Book Reviewer shall offer agreement or disagreement and identify where he/she find the work exemplary or deficient in its knowledge, judgments, or organization. Reviewer shall clearly state his/her opinion of the work in question.

6. Review essay shall offer insight into the most important points of the book and review these points within a critical approach. Review essays shall follow a general pattern of introduction, summary of the book, critical discussion and conclusion. Author of the review essay shall
a. express his/her thesis and approach in the introduction.
b. focus on main arguments and assertions of the book and list its contributions and objections in its field in the summary.
c. evaluate the contributions of the author of the book to his/her field and examine the data on which his/her arguments have been based and the way in which he/she has used these data within the context in the critical discussion.
d. express the conclusion reached about the book.