

Avicenna – Batumi Medical University Student Conference Structure of the Scientific Paper

1. The standard for scientific-research papers implies that the paper must be performed and designed in accordance with the requirements defined in the present document.
2. The **structure of the paper** shall consist of three parts: 1. formal part; 2. main/essential part; and 3. Annex. Among them:

2.1. The formal part of the paper:

- a) **Title page (Sample - Form №6)** - The very first page of the scientific-research paper, which contains the title, the names and surnames of the author and scientific supervisor. The Title page shall meet the following formal requirements:

| | |
|--------------------------------------|---|
| Font | Georgian - Sylfaen English - Times New Roman |
| Page Layout | A4 format, orientation - portrait |
| Page margins top and bottom | 2 cm |
| Page margin-left | 3 cm |
| Page margin-right | 1,5 cm |
| Title of the paper | |
| Font size | 16 (Bold / Ctrl+B) |
| Title align | (Center / Ctrl+E), 5 lines of spacing from the top |
| Author's name and surname | |
| Font size | 11 (Bold / Ctrl+B) |
| Text align | (Align Right / Ctrl+R), 3 lines of spacing from the title |
| Supervisor's name and surname | |
| Font size | 11 (Bold / Ctrl+B) |
| Text align | (Align Right / Ctrl+R), 3 lines of spacing from the supervisor's name |
| Date | |
| Font size | 11 (Bold / Ctrl+B) |
| Text align | (Align Right / Ctrl+R), 3 lines of spacing from the supervisor's name |

| | |
|------------------------------|---|
| Name of University | |
| Font size | 11 (Bold / Ctrl+B) |
| Text align | Center / Ctrl+E), 4 lines spacing from the date |
| Paper completion date | |
| Font size | 11 (Bold / Ctrl+B) |
| Text align | Center / Ctrl+E), 1 line spacing from the name of the University, 2 lines spacing from the bottom |

b) **Abstract** - is a short summary of the scientific paper, briefly reflecting the topic, subject of the research, aims and objectives, applied research methodology, main findings, and conclusions of the scientific-research paper. The abstract shall be represented on a separate page and shall not be broken down into paragraphs; no citations or tables should appear in the text. At the end of the abstract, the keywords (no more than 4 keywords) shall be provided. The abstract shall meet the following formal requirements:

| | |
|------------------------------------|---|
| Volume | 300-400 |
| Font | Georgian - Sylfaen English - Times New Roman |
| Page layout | A4 format, orientation - portrait |
| Page margins top and bottom | 2 cm |
| Page margin-left | 3 cm |
| Page margin-right | 1,5 cm |
| Title font size | 14, (Bold / Ctrl+B) |
| Text font size | 11, (Justify – Ctrl+J) |

c) **Table of contents** - The table of contents shall list a chapter, a sub-chapter, and a bibliography in an orderly fashion. Follow the instructions to insert the table of contents: **References** ☒ **Table of Contents** ☒ **Automatic Table** ☒ **“Contents”** and/or automatic **“Table of Contents”**.

2.2. **The main/essential part of the paper** consists of chapters and sub-chapters of different levels. The structure of the paper shall clearly represent the following components: 1. Introduction; 2. Literature Review; 3. Methodology and research description; 4. Research outcomes, reasoning, and analysis; 5. Conclusions/recommendations; 6. Bibliography. Each component shall be divided under the appropriate headings/sub-headings and shall contain information relevant to its headings/sub-headings, in particular:

- a) **Introduction** - the introduction shall set up the research topics, relevance, and practical significance, the research aims and objectives, hypothesis. All the considerations provided in the introduction shall be concise and informative.
- b) **Scientific literature review and theoretical context of the research** - this chapter shall be devoted to the review of scientific literature, normative documentation, and the existing practices related to the research question/topic;
- c) **Methodology and research description** - it is important to describe the applied research methodology, justify the research relevance and provide the details of the procedures, as well as to explain the relevance of the given research methodology to the aims and objectives set;
- d) **Research outcomes** - the research outcomes shall be based on the descriptive part of the research. The research outcomes shall be outlined and formulated free of critical discussion.
- e) **Reasoning and scientific findings** - this part of the paper shall be a logical continuation of the previous one. It is important for the critical analysis and evaluation of the material reviewed by the author and the outcomes of the research.
- f) **Conclusions and recommendations** - this part is the logical final chapter of the scientific paper. In this part, the author shall wrap up the research outcomes presented in the paper and make/offer some recommendations.
- g) **Bibliography** - used literature/sources shall be listed in alphabetical order. The APA (American Psychological Association) style must be used for citations and bibliography in the scientific paper. (The APA style evolves, and authors need to stay informed about current updates by referring to the official website - www.apastyle.apa.org.)

2.3. Research Paper Appendices -the paper may have some supplementary materials such as documents, projects, models, samples and etc. developed as a result of the research, the addition of which to the main text might disrupt its structural integrity. This part of the appendices shall not be included/counted in the total number of pages.

3. The text of the scientific-research paper shall meet the following formal requirements:

| | |
|------------------------------------|---|
| Volume | Main/essential part - not less than 10 and not more than 15 pages Appendices - 5 pages |
| Page layout | A4 format, orientation - portrait |
| Page margins top and bottom | 2 cm |
| Page margin-left | 3 cm |
| Page margin-right | 1,5 cm |
| Font | Georgian - Sylfaen English - Times New Roman |

| | |
|---|--|
| Text font size | 11, (Justify – Ctrl+J) |
| Headings and sub-headings font sizes | 14-12, (Bold / Ctrl+B) |
| Line spacing | 1,5 |
| Page number | All pages are numbered in an orderly fashion except the title page. Page numbers position - at the bottom of the page - in the center |
| Paragraphs | line spacing - single |
| Citations | In the main text, font – text sized. APA – (American Psychological Association) – style; official website: https://apastyle.apa.org/ |
| Bibliography (List of used literature) | at the end of the text, automatically, in alphabetical order |

4. The illustrative/visual materials used in the scientific-research paper shall meet the following requirements:

- a) The content, position, and format of the illustrative materials are determined by the specifics of the paper and may be included in the main text as well as on a separate page or as appendices. In case of need, a landscape orientation of the page is allowed with the same page margins and number position as for the portrait orientation of the page.
- b) In case of using the tables and drawings from some other resources, the copyrights shall be respected.
- c) Colored illustrations are allowed.
- d) Titles shall be given at the top or the bottom of the respective illustration/table, on the right (**Align Right / Ctrl+R**) ;
- e) The illustrations included in the main text shall be numbered in an orderly fashion according to the type of illustration (table, scheme, diagram, picture and etc.);
- f) The font and size of the illustration title shall match the font and size of the body text; bold font is allowed (**Bold / Ctrl+B**).