

WORKING CHAPTER TITLE (*TIMES NEW ROMAN, 14 FONT SIZE, BOLD, ALL CAPS, CENTERED*)

Author's Name and Surname¹, Author's Name and Surname² (10 font size)

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ABSTRACT (*11 Font Size, bold, all caps, centered*) – Abstract should be 200 words (maximum) and formatted to be 10 font size, Times New Roman, justified, single line spacing. It should summarise the objectives, methods and findings.

Keywords: Keywords regarding the work are stated in this section – 6 words that are written with 10 font size and separated with semi-colons. They can include compound words.

1. INTRODUCTION (Title Times New Roman, 12 font size, bold)

Extended abstracts should be have a structured form that is shorter than the full chapter. The subheadings of the extended abstract should be drawn from the **abstract and keywords, introduction and objective, method, findings and argument, conclusion and suggestions.** Extended abstract of the full chapter should be written with Times New Roman font, single line spacing and 11 font size. Extended abstracts can contain figures, tables, formulations or images. They should be in a structure that explains the preparation phase of the said work. Page margins, using the A4 page size, are 2.5 cm wide from the right, left, top and bottom. The paragraphs should be justified and there word syllables should not be segmented into two lines. **Extended abstracts should not exceed 4 pages including the references** and the pages should not be numbered.

Current literature regarding the work subject should be examined and the differences of the chapter contribution from the past and similar works should be presented clearly in this introduction section.

2. MATERIALS AND METHODS

All materials and methods that have been used in the work must be stated clearly and subtitles should be used when necessary.

2.1. Subheadings

First degree subheadings (2.) should be left aligned, all caps and in bold. Second and 3rd degree subheadings (2.1, 2.1.1) should be left aligned, in bold, and using the title case. A blank line should be placed between the paragraphs and there should be no paragraph indentation.

3. RESULTS AND DISCUSSION

3.1. Subheading

All tables, images and figures should be centered. Figures and images should be numbered together (Figure 1, 2, etc.) and figure descriptions should be placed under the figure or image. As for tables, they should also be numbered (Table 1, 2, etc.) and the table header should be placed at its top. Table, image and figure headers should be written with upper case initial letters, in bold font, and should be centered. References (if any) of the tables, figures and images should be presented just under the tables, figures and images, as the author surname and publication date.

4. CONCLUSION

Please conclude your work, incorporating your most important finding(s) and their practical implications, as well as future research directions (3-4 lines).

ACKNOWLEDGEMENT

Please acknowledge research grants, funding organization, or other scholarship funding (where applicable).

REFERENCES

Total no. of references must not exceed 15. Resources that have been presented inside [] in the text with numbers should be listed according to their order in the text. References that have been presented in the references list should be prepared in a format according to the reference type shown below:

If the reference is an article;

Thompson, K., Griffith, E. and Leaf, P. (1990) A historical review of the Madison model of community care. *Hospital and Community Psychiatry* 41(6): 21–35.

If the reference is a book;

Slovic, P. (2000) *The Perception of Risk*. London: Earthscan Publications.

If the reference is a chapter of a book;

Flora, P. and Alber, J. (1981) Modernization, democratization, and the development of the welfare state. In: P. Flora and A.J. Heidenheimer (eds.) *The Development of Welfare States in Europe and America*. New Brunswick and London: Transaction Books, pp. 17–34.