

## **Requirements for articles/reports of the Forum Guidelines for authors**

Submitted articles are original, unpublished articles in other print or electronic publications.

The article is accepted in electronic form. Type size 14, Times New Roman, Standard style, single spacing, margins 2 cm;

The text of the article, formatted in accordance with the requirements, is sent in electronic format to the email [forum-2024@bk.ru](mailto:forum-2024@bk.ru) with the mark “forum \_\_\_\_\_” (in DOC, DOCX, rtf format).  
(FULL NAME)

The author submits the manuscript to the editorial staff in strict compliance with the rules for scientific articles.

Manuscripts that do not conform to the requirements will not be accepted for publication.

Articles and other submissions will not be returned.

Responsibility for the selection and accuracy of historical sources, quotations, statistical and sociological data, proper names, place names and other information is the authors' responsibility.

The forum organizing committee is not liable to the authors and/or third parties and organizations for possible damage resulting from the publication of the article.

### **Structure and requirements for the constituent parts of the text:**

1. UDC of the article (<http://udc.biblio.uspu.ru>) on the left.
2. Through the line in the center is the **TITLE** of the **ARTICLE** in Kazakh, Russian and English in capital letters, in bold.
3. **Surname and initials** of the author(s) centered in Kazakh, Russian and transliteration in Latin italics in boldface. If there is more than one author, the names of the authors are given in the order of their contribution to the article, with the name of the main author being written first. Affiliations (organization name, city, country) are indicated by superscripts (1) and (2). A superscript asterisk (\*) identifies the corresponding author.
4. Name of *affiliated* organisation should be on the centre.
5. **Abstract** (at least 150 words), describes the content of the article, the problem posed and the purpose of the research, and reflects the essential facts, the author's main arguments and position, as well as the results of the research carried out. The abstract should avoid: phrases duplicating the title of the work; general words, superfluous introductory phrases (e.g. "the author of the article considers..."), complex grammatical constructions; well-known provisions; information of historiographical nature, if they do not constitute the main content of the work, do not give the titles of previously published works.
6. **Materials and methods** (at least 30 words), *describes the sequence of the study and provides references to relevant sources.*

7. **Key words** (5 to 10 words), that facilitate the indexing of the article in search engines. Words that are the most important and most accurately describe the subject and area of research in the article. Key words should not be in alphabetical order, but in order of importance, separated by a punctuation mark "comma".

8. **Article text** (total of at least 5 pages and no more than 1.5 printed pages). Submissions should be edited stylistically and technically, there should be no tabulation and paragraphs should not be separated by a blank line.

9. **Bibliographical references and sources** in the text are given in square brackets: author's surname without initials (except for works by namesakes) or abbreviated title (if the publication has no author), year of publication separated by a comma; reference to a page and figure (Fig. 1), etc. [Kozybayev, 1992: 77; Abylkhozhin, 2020: 22]. If reference is made to a collection of articles or archival materials, the name of the responsible editor (or compiler) of the publication may be given instead of the author's name. When referring to articles or books written jointly by two authors, both authors are indicated [Kozybaev & Belan 1993: 17]. In referring to articles or books written jointly by three or more authors, the name of the first author should be given and "et al. [Nurpeis et al., 2011: 87]. Archival sources are not fully identified, only the case number and sheet number are given (KP PA, 2243: 35). In references to works by the same author published in the same year, one should distinguish the works by adding the letters a, b, in the year of publication [Atygayev, 2020a: 15], [Atygayev, 2020b: 22].

10. Electronic resources should be referenced with the material designation for electronic resources [Electronic resource] and the address and date of access to the document online (Belous, 2006: [http://www.tverlingua.by.ru/archive/005/5\\_3\\_1.htm](http://www.tverlingua.by.ru/archive/005/5_3_1.htm); Date accessed: dd.mm.yyyy)

References to figures are given in parentheses, the position of the subject in the figure is indicated in italics: (figure 1, 2; 2, 1). Figures or tables should not exceed 1/3 of the article.

Avoid: tabbing; highlighting words with spacing (there should be only one space between words and characters); separating paragraphs with a blank line; using automatic commands (inserting footnotes, hyperlinks and footnotes, marking and numbering paragraphs, etc.); using macros, saving text as a template and with a "read only" setting; formatting text and enforced hyphenation. The indicated units of measure should be in accordance with the SI system.

11. **References** should be listed in alphabetical order (author's surname and initials, title of the work, place, publisher, year of publication, pages) in the original language. First in Cyrillic, then in Latin (English, German, French, etc.). The references should not be too long (no more than 50), the references to the author(s)' own works should not exceed 20%. A list of accepted abbreviations should be included at the end of the paper.

**English-language reference** list is a combination of transliterated and English-language portions of the Russian-language references.

**12. Information about the authors (authors)** in Kazakh, Russian and English: full name, academic degree, academic title, position held, place of work, organisation address, city, country, ORCID ID link. E-mail.

**Образец оформления:**

**UDC 069 (091)**

**HISTORICAL MILESTONES OF THE CENTRAL STATE MUSEUM  
OF THE REPUBLIC OF KAZAKHSTAN**

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State Central Museum of the Republic of Kazakhstan

**Abstract.** The history of the Central State Museum of the Republic of Kazakhstan, one of the oldest cultural institutions in the country, covers 200 years. Its formation goes back to the 30s of the XIX century; the stages of its history have been marked by various positive and negative periods in its development. Sufficient number of researchers have described periods of formation and functioning of the museum based on a rather representative source base. However, there is a certain room for corrections and additions in the context of presenting extensive material on the history of the museum, and this is the purpose of this publication. In the article, the authors aspire to consider historical milestones in the development of the Central State Museum of the Republic of Kazakhstan, dividing its history into four main periods, paying attention to the most important events in each of the allocated periods.

**Materials and methods:** Materials of the Central State Archive of the Republic of Kazakhstan, Central State Archive of Scientific and Technical Documentation Central of the Republic of Kazakhstan, State Museum of the Republic of Kazakhstan, State Archives of the Orenburg region, scientific publications.

In the process of work, a set of classical methodological possibilities was used, highlighting the chronicle of events in the formation and development of the Central Museum of Kazakhstan. Among them, the well-known historical and genetic method was used, based on the principle of historicism. The use of the historical-comparative method, coupled with a systematic approach, made it possible, through analogies and differences, to build a canvas of the historical appearance of the museum in the conditions of a particular period of national history, to determine the degree of integrity of its consistent development at the level of isomorphism. Reliance on the method of actualization, determined the possibility of predicting historical phenomena associated with the formation of the museum potential of Kazakhstan, through the prism of considering the origin and functioning of the stock collections of its Central Museum. The widespread use of archival documentary materials, when restoring a possibly reliable chronicle of the Central Museum, aroused interest in the equally widespread use of content analysis, which makes it possible to operate with a variety of historical data on a specific analytical problem.

**Keywords:** museology, the Central State Museum, museum fund, collections, museum object, exhibit, exposition.

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**Note:** sections “Abstract”, “key words”, “materials and research methods”, “information about the authors” - **in Kazakh, Russian and English.**