

# ISPEC INTERNATIONAL PUBLISHING HOUSE Publication Guide

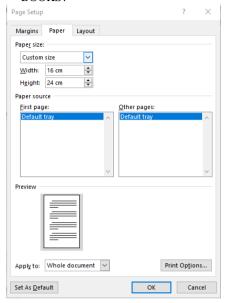


### HOW WILL PUBLICATION ACCEPTANCE BE MADE?

- First of all, for the publications to be accepted, the plagiarism report must be below 30%. Sending your report of plagiarism to our e-mail address (ispecbooks@gmail.com) together with your work in the attachment will be enough. In addition, this plagiarism investigation will be done by us too.
- In order to reduce errors of shifts in words, merging sentences, disfigurement in tables, graphs, formulae caused by difference in computer OS, all Works shall be submitted in WORD and PDF format as specified in this guide.
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- You will be sent the final draft of the book before publication and your correction requests will be accepted.

## HOW WILL PAGE LAYOUT AND PUBLICATION FORMAT BE IN CHAPTER BOOKS?



Page size:

Width: 16 cm

Height: 24 cm



Page layout:

Header: 1.25 cm

Footer:1.25 cm



Page layout

Orientation: Portrait

Top, Left and bottom margins:

2.5 cm

Right margin: 1.5 cm

Gutter: 0 cm

Font: Times New Roman

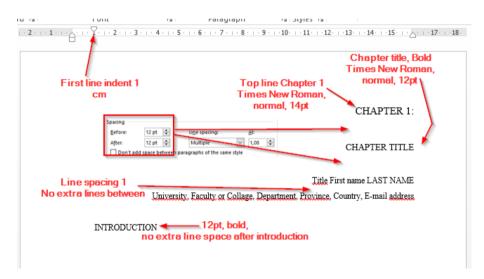
Size: 12 pt

Line spacing: 1.5

Justify.

INTRODUCTION and SOURCE headings will be written in capital letters and there will be no number or symbol in the beginning.

Section Title will be written as described below.



### **CHAPTER 1:**

### **CHAPTER TITLE**

Title, First nameLAST NAME University, FacultyorCollege, Department, province, country.

E-mail

### INTRODUCTION

No space should be above chapter title. Chapter tile should be bold, Normal, Time New Roman and 14 pt.

İngilizcebölümlerdeÜniversiteunvanv.b. yerlervebölümbaşlığı (CHAPTER) İngilizceolarakyazılacak

• No space between lines

Birey her türlü eğitsel faaliyetinde kısmen de olsa yaratıcı gücünü kullanmaktadır.

Yaratıcı okuma bir hikâyeyi dramatize ederken, müzik dinlerken, dans ederken, görsel sanatlar ile ilgilenirken veya yeni ve

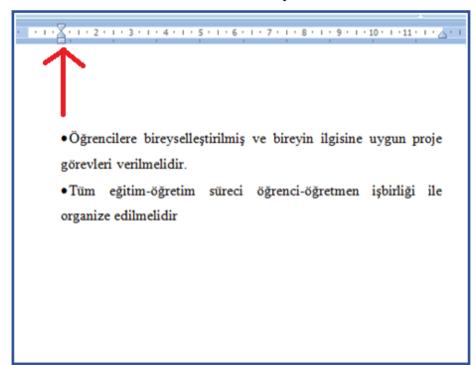
• When starting a new topic a space should be added after paragraph.

eleştirilebilecek bir noktadır.

2. Yaratıcı okumanın diğer okuma türlerinden farkı

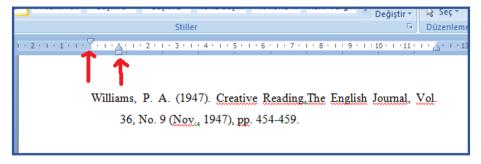
Genellikle yaratıcı okuma araştırmacılar tarafından ihma

For numbered/bulleted text, bottom and top indent should be 1 cm.



- Titles of tables, figures and graphs should be 12 pt, Times
   New Roman and bold.
- Footnotes Times New Roman, Normal and 10 pt
- Special Articles and Quotations will be Times New Roman 12
  pt and italic. Between lines bottom and top indent should be 1
  cm.
- The section after the preface and the Bibliography section will start from a new page
- Bibliography should be done in APA style
- The bibliography should be in alphabetical order.
- Under images, graphs etc. source should be indicated.

The bibliography will be in the form shown below;



No space between bibliography title and bibliography lines
 Times New Roman, 12 ptandline spacing 1.5

### KAYNAKÇA

Ada, A. F. (1987). Creative Reading A Relevant Methodology For Language Minority Children, Theory, Research, and Applications: Selected Papers from the Annual Meetingoi the National Association for Bilingual Education (16th, Denver, Colorado, March 30-April 3, 1987).

Adams, P. J. (1968). Creative Reading, International reading assocation, boston.

After all these actions are done, in order to prevent shifting or nesting caused by difference in OS, the chapter shall be sent in WORD and additionally in PDF format. However; before sending the files you should carefully check for mistakes in spelling rules and sentence integrity, doing an editor job yourself.

HOW WILL PAGE LAYOUT AND PUBLICATION FORMAT BE IN INDIVIDUAL BOOKS?

Page size and page layout in individual books will be same as chapter books.

Page Size: 16x24 cm.

Font: Times New roman

Titles: Bold

Font Size: 12 pt

Header and footer distance: 1.25 cm

Page margins: Left margin: 1.5 cm,others 2.5 cm and gutter 0cm.

### **FAQ**

### How many years have your publishing house in operation?

İKSAD International Publishing House was founded in 2014. It has been making books of academic works of different disciplines and publishing them since 6 years as of 2019.

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İKSAD International Publishing House publishes academic works from different countries in different languages by gathering them into a book. Books published by our publishing house are accredited internationally.

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All books published by the İKSAD International Publishing House are published by allocating international classified ISBN in accordance with their fields

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Today, where information can be presented to millions of people in digital media, electronic publications can be accessed thousands of times faster than printed publications in short time. IKSAD International Publishing House believes in the necessity of maximum sharing of information and therefore continues its activities on the digital platform.

# What is the difference between publishing a book as an e-book or a printed book?

There is no scientific difference between publishing a book as an e-book or a printed book. Electronic books also have the same rules as printed books, provided that they are subjected to the scientific procedures required by a licensed publisher and are allocated an academic ISBN. As it is known, the speed of transferring information together with technology has also increased thousands of times. In this context, electronic publications are more advantageous in the context of the dissemination of scientific information, as it is conveyed much more quickly than printed publications, provided that it is published in qualified digital media.

# Do you give the printed copies of the books published by your publishing house to the authors??

There are two stages in which a scientific study can officially become a book. In the first stage, the study is carefully examined by experts in the same field; In the event that the examination is positive, the necessary procedures (such as ISBN allocation) in the second stage are completed by the authorized publisher and the digital typesetting of the book is completed. With the completion of these two phases, the book is formed. After that, the question to be answered is what medium the book will be delivered to the readers. There are two methods for this. The first method is to publish as a digital book in the electronic environment (CD, online access through membership registration and open access) and the second method is to publish as a printed book in the paper environment. As a writer, we would like to

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Chapter fee **60 USD** Book fee 100 USD

