**Dear Author!** version 1.8 18/10/2018

Before you begin working with the proofs, we ask that you read these instructions carefully.

## 1. What should be taken into account when replying to us

Any reply that you send will be processed automatically; therefore, we strongly request that YOU
DO NOT CHANGE THE SUBJECT LINE of the letter and the name of the PDF file of your
article. In the worst case, your letter may be processed as spam and deleted.

- If you are a native Russian speaker or know Russian better than English, please communicate with us in Russian.
- If you do not have comments, we ask all the same for you to notify us about this in your reply.
- Please send your reply no later than the deadline indicated in the accompanying letter, since we are constrained to work under strict production deadlines. Due to the specifics of the publishing process, we are unable to provide any other proofing stages and the camera-ready of your paper may be sent to the printing house without your corrections.
- Please make your corrections in the PDF file of your paper using "Comment" panel of Adobe Reader (version 9 or higher), which can be downloaded free from the web. We do not recommend use of other software for correcting PDF files, your corrections may be lost when PDF files are automatically processed in house.
- The corrected PDF file should be sent via email using the "reply" option.
- To any reply you send, an automatic confirmation of receipt is generated back. If you have not received this conformation within 24 hours, check the address and subject line and send again.

## 2. Recommendations for making changes in PDF files:

• Due to the constant updating and improvement of recommendations please read them on our website <a href="http://www.maik.ru/en/authors/guidlines/electronic-proofreading/">http://www.maik.ru/en/authors/guidlines/electronic-proofreading/</a>.

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