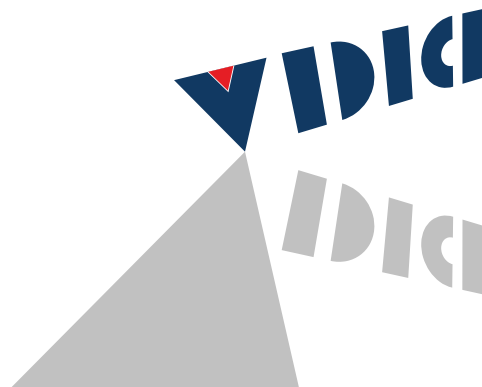


Instructions for Authors



Manuscript format

Preferable length of scientific and professional articles should be 16 to 20 standard pages (one standard page contains 1800 characters), and for reviews, commentaries and other texts up to 6 standard pages, including notes and abstract in Croatian and one foreign language as well as references which should be provided separately. Abstract – up to 800 characters including spaces – should present the brief contents of the article, main results and conclusions.

The article should be written impersonally and without passive forms. The abstract should include five to seven keywords, i.e. terms for easier classification of the paper. In agreement with the editor, the article could be exceptionally longer.

The manuscript should be written in Microsoft Word, font Times New Roman, line spacing 1.5, font size 12. Notes font should be 10, single line spacing. Manuscript should be submitted without final formatting. It is the best to submit the text separately from other attachments (if any). Tables, drawings, graphs and diagrams should be submitted separately, as standalone files and marked with numbers. The positions of attachments in the text should be clearly marked.

Titles of books, conference proceedings, encyclopedias, lexicons, dictionaries and journals should be written in italics. Parts of books (chapters) should be written in quotation marks, as well as titles of articles. Emphasis in the texts should be expressed with italics, not with capital nor bold letters or underlining. If it is necessary to mark something again with quotation marks within the quotation marks, then single quotation marks should be used.

The manuscript should comprise not more than three levels of headings and subheadings numbered with Arabic numerals. Abstract, introduction and conclusion should not be numbered. The following information should also be provided with the manuscript: name and surname of the author, academic title, i.e. the author's scientific title, full name of the institution where the author is employed and their e-mail address. Information about the author are given in the header before the text.

Referencing

For referencing the author can use either the Oxford or Harvard style, but their combination is not allowed.

Oxford style

Name and then surname of the author are always written with small caps. When there are three and less authors, it is advisable to list all three. When there are more than three, the first one is listed and the abbreviation et al. Titles of books, journals, annuals, conference proceedings, daily newspapers, dictionaries, lexicons, encyclopedias are always written in cursive, while the title of articles, book chapters, entries or laws are written in quotation marks. If the source has both the title and subtitle, the subtitle is separated with a colon.

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Primjeri:

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More authors:

DENIS MCQUAIL – SVEN WINDAHL, *Communication models for study of mass communications*, Routledge, New York, 2013.

More than three authors:

EUGENIJA BARIĆ i dr., *Hrvatska jezični savjetnik*, Institut za hrvatski jezik i jezikoslovlje, Pergamena, Školske novine, Zagreb, 1999.

Title and subtitle:

DALIBOR BROZOVIĆ, *Standardni jezik: teorija, usporedbe, geneza, povijest, suvremena zbilja*, Matica hrvatska, Zagreb, 1970.

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MARKO SAMARDŽIJA (ur.), *Norme i normiranje hrvatskoga standardnog jezika*, Matica hrvatska, Zagreb, 1999.

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MARIJANA PERUZOVIĆ – TATJANA ZEMUNIK, *Medicinska biologija*, Priručnik za mikroskopske vježbe, Katedra za medicinsku biologiju, Medicinski fakultet u Splitu, Split, 2010.

MILAN BEGOVIĆ, *Drame*, Stoljeća hrvatske književnosti, priredio Boris Senker, Matica hrvatska, Zagreb, 1996.

If the edition was revised, the number of edition should be provided after the book title:

KRUNOSLAV PRANJIĆ, *Jezik i književno djelo*, 3. prošireno izdanje, IGRO Nova Prosveta, Beograd, 1985.

b) book chapter

KATICA KREŠIĆ, „Hrvatski jezik u Bosni i Hercegovini u 20. stoljeću“, u: *Povijest hrvatskoga jezika*, 6. knj., 20. st. (ur. Ante Bićanić, mr. kroat.), Croatica, Zagreb, 2019., str. 355–405.

c) paper in proceedings

ŠIMUN MUSA, „Hrvatski jezik i književnost kao nacionalna i europska vrijednost (iz bosanskohercegovačke perspektive)“, Zbornik radova s međunarodnog znanstveno-stručnoga skupa *Hrvati Bosne i Hercegovine – nositelji europskih vrijednosti* (ur. Dejan Vanjek), Neum, 2017., str. 197–210.

d) paper in scientific journal

GRGO GAMULIN, „Na rubu ili u jezgri problema“, *Kritika*, 3, knj. 3 (1970.) 12, str. 398–403.

e) encyclopedias, lexicons and dictionaries

If there is no author or editor:

„Tehnologija“, *Hrvatski enciklopedijski rječnik*, Novi Liber, Zagreb, 2002.

If there is an author or editor:

DRAGUTIN FRANKOVIĆ, *Enciklopedijski rječnik pedagogije*, Matica hrvatska, Zagreb, 1963.

JURE ŠONJE (ur.), *Rječnik hrvatskoga jezika*, Leksikografski zavod Miroslav Krleža i Školska knjiga, Zagreb, 2000.

f) archives

Arhiv Bosne i Hercegovine (dalje ABiH), Komisija za vjerska pitanja (dalje KVP), kut. 24, sv. II, f. 12rv, (kut. = kutija, sv. = svezak, f. = folija)

g) regulations

„Zakon o osnovnom odgoju i obrazovanju“, *Narodne novine* HNŽ-a, 2013., br. 5/00, 4/04 i 5/04, čl. 99. i 100.

h) Internet sources

JULIA TANNEY, „Gilbert Ryle“, *Stanford Encyclopedia of Philosophy* (18. XII. 2007.), <http://plato.stanford.edu/entries/ryle/> (pristupljeno 14. V. 2012.)

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„Istraživanje tržišta knjiga u RH“,

https://issuu.com/modernavremena/docs/gfk_-_istra_ivanje_tr_i_ta_knjig_ (pristupljeno 2. V. 2016.)

i) references

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In terms of references, the difference in relation to the Oxford style is in writing the year of publication right after the name and surname of the author.

MUSA, MARIJA (2018) *Hrvatski jezik u BiH u javnoj komunikaciji od 1945. do danas*, Školska naklada, Mostar.

ŠEVO, FRA IVAN (2016) „Fra (don) Franjo Milićević – utemeljitelj tiskarstva u Hercegovini“, Zbornik radova s međunarodnog simpozija *Fra (don) Franjo Milićević*, (ur. fra Ivan Ševo), Mostar, str. 129–138.

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