

Naslov Rada (14pt Times New Roman, Bold, centrirano)

IME I PREZIME (12pt Times New Roman, centrirano)
Fakultet/Odjel (12pt Times New Roman, centrirano)
Sveučilište (12pt Times New Roman, centrirano)
Adresa (12pt Times New Roman, centrirano)
Država (12pt Times New Roman, centrirano)
vas.mail@xxxxx.xx (12pt Times New Roman, centrirano)

Sažetak: Ovo je primjerak formata vašeg rada. Rad bi minimalno trebao imati osam stranica A4 (21 x 29 cm), a maksimalni opseg rada ne bi trebao prelaziti trideset stranica. Gornja i donja margina, kao i lijeva i desna su 2.5 cm. Koristite jednostruki prored u cijelom radu. Koristite Times New Roman font u tekstu rada veličine 11pt, izuzev naslova i fusnota. Za pisanje fusnota koristite Times New Roman font veličine 8pt. Riječi **Sažetak**, **Ključne riječi** i **Literatura** su u kurzivu i masno otisnute. Sažetak minimalno treba imati 120 riječi. Tekst u cijelom radu treba biti obostrano poravnat. Sažetak je potrebno prevesti na engleski jezik.

Ključne riječi: Ostavite dvije prazne linije ispod Sažetka i navedite 5 do 7 ključnih riječi međusobno odvojenih zarezom. Ključne riječi je potrebno prevesti na engleski jezik.

1 Uvod (12pt, Times New Roman)

Predloženi naslovi ne trebaju se slijediti doslovno, što znači da primjerice možete koristiti klasični okvir s Uvodom, Materijalima i Metodama, Rezultatima, Raspravom, Zaključkom i Referencama. Naslovi svake cjeline rada trebaju biti lijevo poravnati i masno otisnuti. Obavezno je numeriranje naslova i podnaslova cjelina rada kao i u ovom predlošku. Navedeno numeriranje ne bi se smjelo vršiti primjenom rimskih brojeva. Odlomci se odvajaju razmakom, a svaki odlomak trebao bi imati bar tri retka.

2 Formulacija problema

Molimo Vas da ostavite dvije prazne linije između susjednih naslova. Podnaslovi se odvajaju jednom praznom linijom. Ispod naslova i podnaslova slijedi redak razmaka te potom tekst bez uvlake. Sljedeći odlomak slijedi nakon razmaka, kako je već ranije navedeno.

Ukoliko u Vašem radu ima i matematičkih izraza i formula potrebno ih je numerirati redosljedom kako se pojavljuju – (1), (2), (3), Nikako nemojte koristiti princip vezivanja tih izraza s podnaslovima – (1.1), (1.2), ..., (2.1), ... , dakle nije poželjno. Svi takvi izrazi centrirani su i odvojeni s po jednom linijom razmaka u odnosu na tekst koji prethodi i koji slijedi. Isto vrijedi i za više takvih izraza u nizu – odvajanje po istom principu.

2.1 Podnaslov (12pt, Times New Roman)

Podnaslovi se lijevo poravnavaju, masno su otisnuti, veličine 12pt u fontu Times New Roman. Potrebno je da vodite računa da Vam sam podnaslov ne bude izoliran na dnu stupca.

2.1.1 Pod-podnaslov (11pt, Times New Roman)

Kada trebate koristiti i daljnju podjelu unutar neke cjeline, za pod-podnaslove koristite Times New Roman veličine 11pt, masno otisnut i lijevo poravnat. Daljnja podjela cjelina nije poželjna i neće se prihvaćati.

3 Rješenje problema

Slike i tablice trebaju se referencirati kako slijedi: Slika 1, Slika 2, Slika 3, ..., Tablica 1, Tablica 2, Tablica 3, Svaka referenca slike sadrži i opis slike (što slika predstavlja) i eventualno izvor odakle je preuzeta, u slučaju da je riječ o slikama kojima niste autori/ce. Isto vrijedi i za tablice, što podrazumijeva da se pored oznake tablice nalazi i njezin naziv ili kratko objašnjenje što predstavlja, uz navođenje izvora za slučajevne preuzetih tablica.

Slike se centriraju, kao i njihovi izvori koji se nalaze ispod same slike. Tablice su također centrirane sa svojim referencama, s tim što se referenca tablice nalazi iznad same tablice.

U slučajevima da vaš rad značajno odstupa od navedenih specifikacija, tajnica časopisa će Vas na to upozoriti i zamoliti da uredite rad prema ovim uputama. U slučaju da ni nakon toga Vaš rad nije u skladu s traženim formatom, tada ne može biti uključen u izdanje časopisa.

4 Zaključak

Sve Literatura u tekstu rada, kao i na kraju u samom popisu istih, navode se po harvardskom sustavu citiranja i referenciranja – u ovoj uputi, pod popisom Literatura, navedeni su samo neki najčešći primjeri. Molimo Vas da ove preporuke slijedite što vjernije kako bismo osigurali uniformnost svih radova koji će se objavljivati u ovom časopisu. Zahvaljujemo na Vašoj suradnji i doprinosu.

Literatura:

Boughton, J.M., (2002), The Bretton Woods Proposal: An Indepth Look, *Political Science Quarterly*, 42 (6), pp.564 – 578.

Carter, F. & Neville, T. , (2008a), Quantum Reality of Genetics, *Nature*, 454(7193), pp. 234 – 250.

Chung-Lung, H., Chi-Chun, L., Chin-Long, T., (2004), Mobile Privacy and Identity Menadžment, Rožić, N. & Begušić, D. eds., Proceedings of 12th International Conference on Software, Telecommunications and Computer Networks, SoftCOM 2004, Split – Dubrovnik, Croatia – Venice, Italy, October 10 – 13, 2004., Split: University of Split, pp. 17 – 21.

Clinch, P. (2001), Using a Law Library:A Student's Guide to Legal Research Skills, 2nd ed., London:Blackstone.

Foster, H. et al., (2008), Perception and Mind, *Science*, 321(5884), pp. 121 – 145.

Hamill, C., (1999), Academic Essay Writing in the First Person: A Guide for Undergraduates, Nursing Standard, [Online], 13 (44), pp. 38-40., <raspoloživo na: <http://libweb.anglia.ac.uk/ejournals/333>>, [pristupljeno 20. 07. 2005.].

Kirk, J. & Munday, R.J. (1988), Narrative Analysis, 3rd ed., Bloomington: Indiana University Press.

Title of the Paper (14pt Times New Roman, Bold, Centred)

AUTHOR'S NAME (12pt Times New Roman, CAPITAL LETTERS, centred)

Faculty / Department (12pt Times New Roman, centred)

University (12pt Times New Roman, centred)

Address (12pt Times New Roman, centred)

Country (12pt Times New Roman, centred)

your.mail@xxxxx.xx (12pt Times New Roman, centred)

Abstract: This is a sample paper template. Please use the following settings. Page format must be size A4 (21 x 29 cm). The length of the paper should be in the range of eight to maximum thirty pages. Top, bottom, left and right margins are 2.5 cm. Use single line spacing throughout your paper. Use font Times New Roman 11pt, except in the title and footnotes. All footnotes should be single-spaced 8-point Times New Roman. The words Abstract, Key words and References are in italics and bold. The Abstract should have at least 120 words. The text should be justified throughout the paper.

Key words: Leave two blank lines after the Abstract and list 5 to 7 key words, separated by commas

1 Introduction (12pt, Times New Roman)

It is not necessary to follow the suggested headlines strictly. For instance, you may use the standard framework including Introduction, Materials and methods, Results, Discussion, Conclusion(s) and References. Headings should be aligned left and bold-faced. Headings and subheadings should be in "Sentence case" and numbered using Arabic numerals as in this template. Paragraphs are separated by a blank line, each paragraph containing at least three lines.

2 Problem formulation

Please leave two blank lines between the neighbouring headings. Subheadings are separated by a blank line. Headings and subheadings are followed by a blank line. The text follows without indentations. As it has been already said, the next paragraph is preceded by a blank line.

Mathematical equations, formulae and other expressions should be numbered sequentially, as they appear, i.e. (1), (2), (3), ... Please avoid the principle of linking these expressions with the subheadings, hence (1.1), (1.2), ..., (2.1), ... should be avoided. These expressions are centred and separated by one blank line from the preceding and following text. The same goes for a series of expressions – they are separated following the same principle.

2.1 Subheading (12pt, Times New Roman)

For subheadings use 12pt Times New Roman, bold. Subheadings should be in "Sentence case", aligned left and numbered using Arabic numerals. Make sure your subheading is not left isolated at the bottom of the page.

2.1.1 Subheading (11pt, Times New Roman)

If it is necessary to further distribute the text, you can introduce subheadings in Times New Roman 11pt, aligned to the left side and bold-faced. Further distribution is not recommended and will not be accepted.

3 Results

Figures and tables should be inserted as close as possible to the position where they are first referenced. Use Arabic numerals: Figure 1, Figure 2, Figure 3, ..., Table 1, Table 2, Table 3, Each figure / table should be accompanied by a reference (caption / legend) with sufficient description so that the figure / table is understandable without reading the text. In case the author of the paper is not the author of the figure / table, the source has to be cited correctly. Figures are centred and so are their references below them. Tables and their references are also centred but the references are placed above the tables. In case your paper significantly deviates from these guidelines, the secretary of the journal will warn you and ask you to adjust the formatting. If your paper fails to comply with the required format again, it can not be published in the journal.

4 Conclusion

All references, within the main text and within the list of references, are cited according to the Harvard reference system. This sample paper template features only the most common items in the list of References. Please follow these guidelines as closely as possible so that we could ensure uniform quality of the published work. Thank you for your cooperation and contribution.

References:

Boughton, J. M., (2002), The Bretton Woods Proposal: An In-depth Look, *Political Science Quarterly*, 42 (6), pp. 564-578.

Carter, F. & Neville, T. , (2008a), Quantum Reality of Genetics, *Nature*, 454(7193), pp. 234-250.

Chung-Lung, H., Chi-Chun, L., Chin-Long, T., (2004), Mobile Privacy and Identity Management,

Rožić, N. & Begušić, D. eds., Proceedings of 12th International Conference on Software, Telecommunications and Computer Networks, SoftCOM 2004, Split – Dubrovnik, Croatia – Venice, Italy, October 10 – 13, 2004., Split: University of Split, pp. 17-21.

Clinch, P. (2001), *Using a Law Library: A Student's Guide to Legal Research Skills*, 2nd ed., London: Blackstone.

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Kirk, J. & Munday, R. J. (1988), *Narrative Analysis*, 3rd ed., Bloomington: Indiana University Press.