

INSTRUCTIONS FOR CONTRIBUTORS

General remarks

A volume of the Proceedings of the International conference *Natales grate numeras?* will publish these categories of papers:

1. original scientific papers
2. preliminary communications
3. review articles.

Manuscripts should be sent in digital form by **December 1 2017** at the latest to the secretary's office; e-mail address: vkotlar.unizd@gmail.com.

Contributions should be written either in Croatian with a summary in English or in English with a summary in Croatian. The editorial board will proofread the manuscripts and return them to the authors for a final review.

The preferred manuscript length is up to 32 type-written double-spaced pages. All contributions must be in electronic form, in one of the MS Word versions and saved in an MS Word document (**.doc or **.docx) format and **.pdf format. Contributions should be written in Times New Roman, in 12 pt, with double-line spacing. The text in footnotes should be written in 10 pt, with single-line spacing.

Information about the author should be provided at the beginning of the manuscript (name and surname, name of institution, electronic address). The title should be followed by a summary (250-350 words) and keywords (5-7 terms) in the language of the text. At the end of the paper one should list the bibliography and the summary identical to the one at the beginning of the work, and the keywords should be provided in English if the paper is written in Croatian, i.e. the summary and keywords in Croatian if the paper is written in English. Tables and images must have a clearly indicated number and title. If images are needed, each must be included in the electronic version of the article and also submitted as a separate file (**.png, **.tif or **.bmp).

The reference should contain only the author's last name, the year of publication and the page on which the given information is published; and it is necessary to include it in parentheses in the main body of the text e.g. (Kombol 1961, 72) as in-text citations. Works should be listed according to the alphabetical order of authors' surnames. The notes are listed at the bottom of the page (footnote). The same rule applies for quoting in the text and in the footnotes. Archival data are cited in the footnotes, e.g. HR-DAZD-31-BZ, PP, b. I, fasc. 1, fol. 7r-7v.

Citation style to be used in the bibliography

1. Books:

Kombol, M. 1961. *Povijest hrvatske književnosti do narodnog preporoda*. Zagreb: Matica hrvatska.

Hutchinson, G. O. 1998. *Cicero's Correspondence. A Literary Study*. Oxford: Clarendon Press.

2. Proceedings and collected volumes:

Fališevac, D. 1992. Udio humanizma u hrvatskoj epici 16. i 17. stoljeća. U: *Dani Hvarskog kazališta XVIII – Hrvatski humanizam, XVI. stoljeće – protestantizam i reformacija*, uredili Nikola Batušić i dr., str. 9-64. Split: Književni krug.

Potter, D. 2003. Hellenistic religion. In: *A Companion to the Hellenistic World*, edited by Andrew Erskine, p. 407-430. Oxford: Blackwell.

3. Journals:

Skračić, V. 1998. Hidronimi na zadarskim otocima i zadarskom kopnu u XIV. i XV. stoljeću. *Folia onomastica Croatica*, 7, str. 221-235.

Belemore, J. 2016. Caesar's Gallic Woman under Siege. *Latomus: revue d'études latines*, 75(4), p. 888-909.

4. Archival records:

Hrvatska – Državni arhiv u Zadru, Zadar – fond 31 – Bilježnici Zadra, Petrus Perençanus.

Italia – Archivio de Stato di Venezia – fondo 0005 – Cancelleria inferiore, Doge, p. 1364-1797.

5. Electronic sources:

Stijepović, S. 2014. *Hrestomatija iberoromanskog književnog srednjovjekovlja* [e-knjiga] Zadar: Sveučilište u Zadru. Dostupno na:
http://www.unizd.hr/Portals/41/elektronicka_izdanja/Hrestomatija_iberoromanskog_knjizevnog_srednjovjekovlja.pdf?ver=2014-02-10-124228-150 [Pristupljeno: 12. srpnja 2017.]

Weigel, R. et all, eds., 2007. *De Imperatoribus Romanis: An Online Encyclopedia of Roman Rulers and Their Families*. Available at: <http://www.roman-emperors.org/> [Accessed: 5 May 2017].

For other cases about referencing and citation, please use Harvard style (Guide to the Harvard System of Referencing (6th edition): <https://libweb.anglia.ac.uk/referencing/harvard.htm>).