INSTRUCTIONS TO AUTHORS

1. **Diacovensia** is published by the Catholic Faculty of Theology in akovo, University Josip Juraj Strossmayer in Osijek as its scientific journal. It is issued every three months and comprises academic papers, reviews and translations from other languages, covering the fields of theology and theology-related sciences together with reviews and presentations dealing with hteological and religious issues and the roles of the Church and Christianity, particularly in the Archdiocese of akovo and Osijek.

2. The Editorial Board will accept only unpublished papers submitted in one copy, double-spaced pages (30 lines, 60 characters a line). Papers of 16-32 double-spaced pages should contain a summary both in Croatian and in a foreign language (English, German, or Italian). If the author cannot provide a summary in the above mentioned languages, summary is to be submitted only in Croatian. A summary comprises no more than 25 lines with about five key words or terms that will assist in prompt classification of the paper. Reviews and presentations of Croatian or foreign origin should comprise 4-8 double-spaced pages. Papers are submitted to the Editorial Board via e-mail (mailto: diacovensia@dj.kbf.hr). The Editorial Board retains the right to adapt articles to the requirements of the journal and to the standard Croatian language. Manuscripts are not returned.

3. Authors are asked to suggest the categorisation of their scientific papers (UDK number) in compliance with the UNESCO recommendations:

1) Original scientific paper: a paper that according to reviewers and editorial staff contains unpublished results of original theoretical or practical research, presented in such a way that the accuracy of the offered analyses and conclusions which serve as the grounds for the results can be authenticated.

2) Preliminary communication: encloses one or more new scientific data but not sufficient details that would enable authentication as in the case of original scientific papers.

3) Review: original, concise and critical presentation of the situation and tendencies of development in some area of research, with a critical consideration and judgement.

4) Professional paper: informs and introduces an issue related to a certain area, or presents original solutions concerning that very area.

Final decision based on two positive reviews is brought by the Editorial Board.

4. Notes are stated only in the form of footnotes and cannot be written directly in the text or in conclusion to the paper. They are presented in numerological order throughout the text, in compliance with the accepted standards of scientific text presentation.

   a) **Books:** author’s name written in small letters (or just initial), surname in CAPITAL LETTERS, title in *italics*, place of publishing, year of publishing, page (without the abbreviation for a page or column)

   b) **Journals:** author’s name written in small letters (or initial), surname in CAPITAL LETTERS, the title of an article is not in italics, the name of journal in italics, year of publishing between brackets, issue and page numbers (without the abbreviation for a page
or column). In the case of well known journals it is enough to state its full name once and only abbreviation afterwards.

5. Along with the paper the author is to submit the following information: name and surname, academic degree, scientific identification number, the exact name and address of the institution of employment and the e-mail address. All the authors get ten separate off-prints of their paper or the agreed author's fee.

We thank you in advance for complying with the above mentioned instructions, thus helping faster and better text processing.

Editorial Board