GUIDELINES FOR WRITING NOTES

Citation of books

Rudolf HORVAT, *History of Varaždin Town*, Croatian Academy of Sciences and Arts and Town of Varaždin, Varaždin, 1993, 101.–103. (when citing the number of pages you do not have to use the acronym p. or pp, just the page number).

When the same source is cited successively: *Isto* (Eng. *Idem*), 105.

When the same source is repeatedly cited somewhere else in the paper, the shortened form should be used, for example, R. HORVAT, *History of Town Varaždin*, 110. In shorter papers the acronym *n. dj.* (Eng. *previously cited source*) may be used if only one work by the same author is cited.

Scientific papers from magazines


When the same source is cited successively: *Isto* (Eng. *Idem.*), 105.

When the same source is repeatedly cited somewhere else in the paper, the shortened form should be used, for example, V. HUZJAN, *n. dj.* (Eng. *previously cited source*), 245.

Citation of written contributions from books and collections of papers


Citation of newspapers


Citation of archival resources

The State Archive in Varaždin (further on in the text: DAVŽ), Varaždin Town Municipality (further on in the text: GPV) Praes. documents 1933.–1935., box 21, no. 141.
Citation of encyclopaedias or lexicons


Citations of Internet sources

http://hrcak.srce.hr/radovi-zavoda-za-znanstveni-rad-varazdin (including the date of downloading data).

Tables, pictures and diagrams

The text in tables must be written in Palatino Linotype font, 10 point size. Tables, pictures and diagrams have to be named, centred and numbered. Numbers and names of tables, pictures and diagrams have to be and entered below them and centred.

Bibliography

The bibliography list comes at the end of the paper, but before the summary. The list must be arranged alphabetically by surname of the main author and numerated. Authors may divide the list into books and scientific papers.