

INSTRUCTIONS FOR CONTRIBUTORS

“METODIČKI OBZORI” (Methodological Horizons) publishes original scientific and professional works dealing indirectly or directly with the educational problems as well as with reviews and analysis. The papers that have never been published before will be published only.

The papers will be published in English, Croatian and Italian and only exceptionally in another world language.

The papers are to be submitted in digital form only at the journal e-mail address mobzori@unipu.hr. Manuscripts and contributions shall not be returned.

The papers should amount to 1 sheet paper (16 pages, 30 rows per page). Reviews and analyses should be up to 5 pages long.

The paper is submitted in the following format: A4 format, all margins 3 cm, font size 11 points, Times New Roman, single spaced (1.0). Italics are recommended instead of underlining.

The title of the paper should be clear and short, centered, uppercase, Times New Roman, font size 14 points, bold. The title of the paper should be accompanied with the details about the author/authors: name and surname, academic status, the name of the present institution and e-mail address, font size 12 points, Times New Roman, single spaced (1.0).

The papers must be followed by an abstract (up to 1300 characters with spaces) indicating the purpose of the work, theoretical and methodological points, most important (main) results and conclusion, Times New Roman, font size 11 points. The abstract- labelled Abstract, label font size 12 points, bold. At the end of the abstract in the “Key words” section up to eight (8) key words, which are professionally and scientifically important for the problem in question, should be included from the abstract.

The abstract, together with the key words and the title, must be delivered in Croatian, English and Italian language, in mentioned format. If the paper has been written in another language (German for example), the abstract must be written in that language as well.

The abstract and the key words in language in which the paper is written should be placed at the beginning of the paper, while the title, the abstract and the key words in other languages should be placed at the end of the paper, after the bibliography.

The text of the research paper should basically consist of the following sections: Introduction, Methods, Results, Discussion and Conclusions. Subtitles should not be numbered, Times New Roman, uppercase, font size 12 points, bold with one empty line above the subtitle.

The first line in each paragraph should be indented and there should be no empty lines in between paragraphs. Automatic formatting with spacing above or after the paragraph should not be used.

All graphic contributions (pictures, tables, drawings and figures) should be clear, sharp and clearly visible, black, white and grey and positioned in the appropriate place within the text, font Times New Roman, size 10 points. The tables should be aligned left and graphs

and illustrations should be centred. All graphs and tables should have a title, be numbered in the order in which they appear in the text (e.g. Table 1.) and should be referred to in the text.

The title of the table should be placed above the table, while the title of the figures or graphs should be placed below. The title, e.g. Table 1. should be Times New Roman, 11 points, bold and the rest of the text should be without bold.

The author shall by no means publish the same paper anywhere else without stating when and if the paper has been published in "METODIČKI OBZORI" (Methodological Horizons).

Every time the paper cites somebody else's text, the source should be indicated in the text and not in the footnotes, for example: (Radić, 1997) or if it is a matter of citation (Matijević, 2001, 51). If there are two authors both of them should be mentioned (Bognar and Matijević, 1993) and if there are more of them the surname of the first one and his associates (Klapan and associates, 2001).

Footnotes should be used strictly for comments, complement or explanation. All literature cited in the text should be listed at the end of the text, arranged alphabetically by author's surname, for example:

Books:

1. Tatković, N. Močinić, S. (2012). Učitelj za društvo znanja. Pedagogijske i tehnologijske paradigme bolonjskog procesa. Pula: Sveučilište Jurja Dobrile u Puli.
2. Šuran, F. (2012). Giambattista Vico i „Nova znanost“. Pula: Sveučilište Jurja Dobrile u Puli.
3. Radetić-Paić, M., Ružić-Baf, M., Zuliani Đ. (2011). Poremećaji nedovoljno kontroliranog ponašanja sa psihološkog, socijalnopedagoškog i komunikacijskog aspekta. Zagreb: Učiteljski fakultet Sveučilišta u Zagrebu.

Journals:

1. Blažević, I., Radetić-Paić, M., Babić, V. (2012). Relations between behavioral disorders self-assessment and free time sports` practice in school-aged children. *Science, Movement and Health*, XII (2): 485-491.
2. Šuran, F. (2010). Vicova „Nova znanost“ između filozofije i moderne znanosti. *Filozofska istraživanja*, 117-118 (1-2): 160-181.

Articles in Proceedings:

1. Ružić-Baf, M., Radetić-Paić, M. (2011). Presentacija multimedijских sadržaja, pamćenje informacija i pažnja. U M. Plenković (ur.), *Zbornik radova međunarodne konferencije Društvo i tehnologija*, Zagreb, 2011 (178-183). Zagreb: Hrvatsko komunikološko društvo & Nonacom.

Paragraphs in books:

1. Antekolović, Lj., Blažević, I., Mejovšek, M., Čoh, M (2008). Longitudinal follow-up of kinematic parameters in high jump. In M. Čoh (Ed.), *Biomechanical diagnostic methods in athletic training* (pp. 63-76). Ljubljana: University of Ljubljana, Faculty of sport.

Electronic sources:

1. U.S. Department of Education. (2007). Title IX: 25 Years of progress /on line/. S mreže skinuto 15. travnja 2009. sa: www.ed.gov/pubs/TitleIX/title.htm

If more works of an author are cited, than they should be arranged chronologically and if there are more works of the same author of the same year, the first is listed as (2005a), the second as (2005b), etc.

“METODICKI OBZORI” (Methodological Horizons) will be published at least twice a year, once in every semester amounting to 10 sheet paper (160 pages per issue). The author of the paper suggests the categorization of the paper. According to the scientific field of the papers, two independent reviewers (one domestic and one foreign) will review original scientific works, reviewed papers and preliminary notes and one (domestic) reviewer will review all other papers.

CATEGORIZATION OF PAPERS:

Original scientific work contains original theoretical and practical research results.

Preliminary notes contain one or more new scientific data but without sufficient details that might enable verification as in original scientific works. It may contain results of an experimental research, that is, the research which is still underway, the results of which, due to their relevance, need to be published as quickly as possible.

Reviewed paper contains a complete review of conditions and tendencies of development of a certain field of theory, methodology or application with a critical view and estimate.

Cited literature must be coherent enough in order to enable good insight into reviewed field.

Professional article doesn't have to be linked with the original research. It contains a contribution to the application of well known scientific results and theories, the survey of theoretical conceptions and scientific research and their practical implementation.

Scientific conference presentation is a report from a scientific conference in written form that doesn't belong to any of the afore mentioned categories.

Practical experience is a survey of a practical experience and it is not a part of the preceding categorization.

Other works – reviews, surveys, news etc. – that are impossible to be categorized as above will not be a subject of categorization.

Papers, within the frame of the same categorization, are published alphabetically by author's chronology.

The Editorial Board of Metodickih obzora (Methodological Horizons) retains the right to select the papers for publication as well as defining the sequence of publishing.