GUIDELINES FOR AUTHORS

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ABSTRACT

The editorial board accepts unpublished papers in Croatian and English language. The abstract must be submitted in English and Croatian language. The text of an abstract has to be written in one paragraph in italic. The abstract should address the problem and the goals of the research, the methods used, population, sample, the most relevant results and the conclusion. It should be submitted separately, together with the title, the name of the author, their affiliation, in both languages and should be marked SAŽETAK, eng. ABSTRACT. The length of the abstract is between 150 and 300 words. The abstract written in the same language as the paper should be placed between the title and the text, and the abstract in a different language should be placed after the text before the literature. The full paper should be submitted in English or/and Croatian language(s). The authors are responsible for the quality of the translated text.

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Key words: provide 3 – 5 key words separated by semicolon immediately after the abstract

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1. INTRODUCTION

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It is mandatory for the title to be fully justified with 1.5 line spacing, font Arial and text size 12 pt. Paragraphs must be separated by two line spacing whereas the title of the paragraph and the text should be separated by single spacing.

Paragraph title should be centrally justified between the two article margins, with mandatory use of upper case letters size 14 pt, font bold

Subparagraph title should be written in lower case letters size 14 pt with left justify and font bold

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Every time someone else's words, sentences, phrases, data, etc. are quoted, the source must be cited in the text (APA style), not in the footnotes below the text. The footnotes can only include explanations (terminology, etc.). References should be quoted in brackets and they should include the author's name, year of publication and page number, e. g. (Holmberg, 1977, p. 23). In case of paraphrasing quotations the author's name and the year of publication is placed in brackets, e. g. (Holmberg, 1977).

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2.2. Figures, tables, graphs

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All tables and figures should be numbered (figure 1, 2, 3, ...). The title of the graphic file formats needs to be cited above the tables or figures and the sources are cited below with text size 12 pt.

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3. CONCLUSION

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Conclusion should contain key notions and research results as well as their practical application.

LITERATURE

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- 1. The literature at the end of the paper should contain information on all sources mentioned in the references. They should be listed alphabetically according to author's last name and numbered using Arabic numerals.
- 2. Aras, G. & Crowther, D. (2009). *The durable corporation.* Farnham: Gower Publishing.
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