

NOTES FOR CONTRIBUTORS

Croatian Geographical Bulletin is a scientific journal which publishes the results of original theoretical and empiric research, as well as reviews in all geographic disciplines. A special emphasis is given, but not limited to the articles about Croatia. Papers are expected to be written in Croatian or English. The journal appears twice a year.

Two referees review the typescript. On their suggestion papers are selected into the following categories:

- o *Original scientific paper* contains not yet published results of original research. They must be presented in the way that makes their verification possible. The acceptance of a paper obliges the author not to publish it in other scientific journals.
- o *Preliminary communication* contains new research results, which require quick publication. The verification of the presented results does not have to be enabled.
- o *Review* is an original, short and critical expose of a geographic research sphere or its part with the author's original contribution.
- o *Conference paper*, previously presented on such a meeting, must be published in the form of a whole article, and only if the whole text has not appeared in the conference proceedings.

The category is quoted in the header of the published paper. If the referees cannot agree about it, the Editorial Board and the Editor-in-Chief give the final decision.

Contributions, book review and professional papers. Contributions, book reviews and exceptionally professional papers are published in special sections of the journal. The quoted articles are not reviewed.

Typescript, including tables and illustrations, should not exceed 7000 words. Shorter papers are welcomed. One illustration (in press) corresponds approximately to the space of 200-250 words. Typescripts should be written in the Times New Roman font, of size 12, spacing 1.5, on the paper format A4. If the typescript is longer, the author is obliged to contact the Editorial Board in advance.

The typescript should be set out in the manner of recent issues of Croatian Geographical Bulletin. It must contain abstract, key words and summary. The abstract (up to 150 words) comprehends the basic problems of the work, key words (5-6 words) help to find it in secondary publications, and summary (800-1000 words) briefly carries out the researched topic, applied methodology, results, discussion and conclusion. The summary is translated into English, or into Croatian.

The article is to be written in the shortest possible way. The text must be intelligible, condensed, grammatically correct, written in the third person and, without passive verbal forms. It is desirable that the article is divided into the following chapters: introduction (theme and work purpose, survey of the former research, methodology), problem analysis, research results, discussion (comparison between one's own and so far known results) and conclusion.

Tables are enclosed on special pages. The approximate position of tables in the text should be marked in the typescript. Above the table abbreviation Tab. should be used, followed by the table's ordinal number, and a short informative title (e. g. *Tab. 1 Population immigrated to Zagreb and its surroundings in 1991*). The source is cited under the table.

Illustrations are enclosed on separate sheets, as well as numerated titles of all illustrations. The approximate position of illustrations in the text should be marked in the typescript. Under the illustration abbreviation Fig. should be used, followed by the ordinal number and a short but informative title (e. g. *Fig. 1 Gravitational regions of all cultural centres*). If needed, legend should be written following the title.

Illustrations should be prepared in black-and-white technique. Their size must be adjusted to the size of the journal's page. Illustrations should be enclosed printed on the paper, and, if possible, in electronic form, in the format suitable for press (tiff, eps or pdf of high resolution).

For the articles of regional character it is necessary to enclose a sketch with all geographic names mentioned in the text.

References. A special attention should be paid to correct and consistent literature citation. Literature is cited using the *Harvard* system in which the authors' names (no initials) and dates are given in the main body of the text, with specific pages indicated if required, e. g. (Friganović 1991, 26). References are listed alphabetically at the end of the paper under the heading References.

If the cited reference has three or more authors, the surname of the first one and the abbreviation *et al.* are quoted in the text. If several articles of the same author and year are cited, the letters in the alphabetic order are to be added to the year (e. g. 1999a, 1999b).

The list of references and sources is prepared according to the following rules:

- o Papers in a journal: SeongWoo L. and Curtis C. R., 1999: Migration Determinants and Employment Consequences of White and Black Families 1985-1990, *Economic Geography* 75(2), 109-133
- o Chapter in a book: Dury G. H., 1979: The future of geomorphology, in Embleton C., Brunsden D. and D. K. S. (eds.) *Geomorphology, present problems and future prospects*, Oxford University Press, Oxford, 262-74
- o Book: Bičanić R., 1951: *The manufacture age in Croatia*, JAZU, Zagreb
- o Other publications: *Census of population, households and dwellings 2001*, CD-ROM 2002, Croatian Bureau of Statistics, Zagreb
- o Internet page: *Shopping Centres Definitions*, International Council of Shopping Centre Research, <http://www.icsc.org/srch/lib/shopcentdefs.html>, accessed 4th November 2002

Where there is a doubt, include all bibliographical details.

Submitting the typescript to the Editorial Board

The Editorial Board accepts typescripts during the whole year. The typescript (including all tables and illustrations in every copy) is sent in three copies to the following address:

Hrvatski geografski glasnik
Marulićev trg 19/2
pp 595
10 000 Zagreb
CROATIA

It is also necessary to enclose the typescript in electronic form in doc or rtf format (e. g. typed in the text processing programme MS Word).

Final notes

The Editorial Board provides for the translation of abstracts, key words, summaries and texts by the illustrations and tables into the English/Croatian language.

The authors of scientific papers get 10 offprint copies and all contributors one authorial copy of the journal.

There are no fees for typescripts and reviews.

Typescripts are not given back.

The Editorial Board, editor-in-chief and technical editor reserve the right to do minor changes of the text, tables and illustrations.

EDITORIAL BOARD