

## INSTRUCTIONS FOR AUTHORS

*Annals Titius* publishes research, methodological and theoretical articles from the field of sociology and other social sciences and humanities, and from other scientific fields and disciplines, in other words interdisciplinary and multidisciplinary articles which deal with the area of river Krka (in the widest sense of that notion) and/or its heritage (natural and cultural, material and spiritual..) and its socio-cultural development.

**The following types of works are published in this periodical:**

- 1. Original scientific paper** contains the original theoretical or practical research results.
- 2. A preliminary communication** contains one or more new scientific data, but without sufficient detail that would enable verification as in original scientific paper. A note can contain results of experimental or empirical research and ongoing research, the results of which, due to its contemporary nature, require prompt publication.
- 3. A review paper** contains a thorough account of the situation and the trends for development of a particular field of theory, methodology or application, along with a critical commentary or assessment. The literature cited must be exhaustive enough to enable the reader a good insight and involvement with the problematics that is being reviewed.
- 4. A conference presentation** is an expose as presented at a conference, submitted in written form and not belonging to any one of the aforementioned categories.
- 5. A feature article** does not have to be affiliated to original research: it contains contributions to application of known scientific data and theories, a synopsis of theoretical concepts and scientific research, and their practical application.

**We kindly require all authors to adhere to the following instructions:**

The editorial accepts only previously unpublished manuscripts, written in Croatian or English. The works are submitted on a CD and two hard copies, double spacing (30 lines per page) and large margins (60 characters in a line), 1800 characters per page. All pages should be numbered. The manuscripts are subject to anonymous review. The editorial reserves the right to edit the manuscript in concordance to the layout of the periodical and the norms of standard Croatian language. The manuscripts and floppy disks will not be mailed back.

**Contributions:**

- 1. The size of a contribution** (including abstract, bibliography, notes and graphics) can, in principle, amount to 16 pages, i. e. around 29 000 characters.
- The upper left corner of the first page should contain the author's **first and last name**, his academic degree and position. Just below, the name and address of the institution where the author is employed, or his home address, should be written, and it is recommended that an e-mail address is included. Two lines down, in capital letters, the title of the article is to be written. The title should be brief and clear.

The author recommends which category his article should belong to, but the final decision will be made by the reviewers, i. e. the periodical's editorial board.
- 3. Graphic contents** (tables, graphs, line drawings etc.) should be submitted on separate pages (A4 format), in black and white. On the back of each page the title of the article and number of each figure should be marked in pencil. The place of each figure should be clearly marked in the text. Two copies of each item of graphic content are submitted: one copy containing only graphics, and the other containing text, i. e. all the necessary descriptions and explanations.
4. Each time somebody else's sentences, ideas, data, concepts etc. are mentioned in the text, or when somebody else's text is mentioned, by means of citation or recollection, **the source is given in the text, not in notes**. The reference is put in brackets, and it contains the author's surname, year of publication, and in the case of a quotation, the page; for example (Soldo, 2005.) or (Soldo, 2005.:41). If there are two authors, both should be mentioned, i. e. (Šundalić i Pavić, 2008.): In the case of teamwork by two or more authors, the form "i sur." (et al.) is used, i. e. (Kamenov i sur., 2006.). All the following references in the text must be written as they were when they were mentioned for the first time, without using phrases such as "ibid" "op. cit." "loc. cit." and the like. The sources (bibliography) in the end must include the full bibliographical details of all sources mentioned there in.

5. **Notes** are marked in Arabic numbers above the last letter of the word they refer to, and they are to be attached on a separate sheet, with the author's name and surname, the title of the work and a marking saying "Notes". The notes are to be used exclusively to comment or provide addenda for the main text.

6. **Literature cited (bibliography)** should contain all the works that are being referred to or cited in the text, ordered alphabetically by the authors' surnames, and for each author in chronological order. If several works by the same author, published in the same year, are listed, letters a, b, c should be added next to the year of publication. If the work has several authors, instead of "et al." all the authors should be listed. The below examples for various bibliographical units (books, collections of papers - proceedings, periodicals) show how bibliographical references should be set out:

*books*

McMichael, Philip (2004.): *Development and social change: a global perspective*, 3rd ed. Thousand Oaks: Pine Forge Press.

*or*

Slukan Altić, Mirela (2007.): *Povijesna geografija rijeke Krke: kartografska svjedočanstva*, Šibenik: Javna ustanova Nacionalni park Krka i Znanstveni projekt «Titius».

*an article in a collection of papers*

Krbec, Denisa; Lažnjak, Jasminka (2008.): Programska diverzifikacija sociologije kao akademske discipline i status posebne sociologije, u: D. Krbec /ur./ *Hrvatska sociologija: razvoj i perspektive*, Zagreb: Hrvatsko sociološko društvo.

*an article published in a periodical*

Šundalić, Antun; Pavić, Željko (2008.): Socioprostorna uvjetovanost odnosa prema prirodi, *Sociologija i prostor* 46 (3-4): 383-397.

(The number 46 is the year/volume of the periodical, (3-4) the issue number within that year, and 383-397 are the pages where the article is to be found.)

7. **Summary/abstract**, of 200-250 words, i. e. 15 lines, should include the aims, methodology, the most important results and the conclusion. The abstract is submitted on a separate sheet, with the name and surname of the author, the title of the work and labeled "Abstract". At the end of the abstract, the most important notions dealt with in the text must be listed under "**keywords**" (up to five words).

The abstract should preferably be translated into English (abstract/summary), with keywords added.

8. It is desirable that the authors use the generic pronoun **he/she** in the text.

**Reviews:**

All publications, domestic and international, provided they are not older than three years (from the day they were received by the editorial of the journal) can be reviewed. The scope of a review can be up to 5 pages maximum. The name and surname of the author whose work is being reviewed should be written on the first page, in the upper left corner. The next line should contain the title of the work, in capital letters. If there is a subtitle, it is to be written in small (print) letters underneath the title. The next line should contain the following details: the name of the publisher, the place of publication, the year of publication and the number of pages. At the end, the reviewer must write his full name.

**Reviewing books and and periodicals:**

Book reviews (summaries of content and the principal problems described) are similar in form to reviews proper. The review should be no longer than three pages.

**Reports and news**

"Annals Titius" also publishes short notes (reports) and news about scientific and specialized conferences, forums, lectures and various other important events, domestic or international, in the area of education. These notes and news reports should be no more than three pages long, signed at the end.

Manuscripts should be sent (two printed text copies, CD) to the following address, along with the signed statement by the author that the work was not previously published anywhere:

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**with the remark: "Annals Titius" (Godišnjak Titius),**  
**21000 Split, Nikole Tesle 12**  
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