

INSTRUCTIONS FOR AUTHORS

Submission Guidelines

Manuscripts are sent in .doc, .docx or .pdf format.

The document title should consist of author's and/or co-author's last names and sent to the Editorial Board e-mail address: croatica@ffzg.hr.

Authors are fully responsible for any instance of plagiarism and auto-plagiarism in their manuscripts, no matter whether it is discovered during the review process or after the manuscript's publication in the journal (see [Publication Ethics and Malpractice Statement](#)).

Formatting Guidelines

General Formatting Guidelines

Margins: 2.5 cm on each side

Spacing: 1 and 1.5

Font type: Times New Roman; font size 10, 12 and 14 pt

If a special font was used, it should be sent to the Editorial Board as an e-mail attachment.

Visual content (drawings, tables etc.) should be integrated into the text.

Images should be sent separately from the text in digital format.

Manuscript Structure

1. Header

The upper left corner contains author information: profession, author(s) name and last name; institution; institution address; e-mail (Times New Roman 12).

2. Title

Center alignment, capital letters, Times New Roman, Bold 14.

3. Summary and Key Words in the Language of the Manuscript

Times New Roman 10

4. Text of the Article

Times New Roman 12

Titles and Subtitles are written according to the following model:

1. Chapter (Bold)

1.1. Subheading (Bold Italic)

1.1.1. *Section Heading* (Italic)

In-Text Citations and Citing Sources should be written in the following way:

(Cameron 2003) or (Cameron 2003: 232).

If author's last name appears in the sentence, then it is omitted from parentheses, e. g.:

Firth (2009: 128) claims that...

If the same source is used two or more times in a row, then the source in parentheses is replaced with *ibidem*, e. g.:

(Vuković 2005, 97) ... (*ibidem*, 148).

Long quotations and/or more relevant examples must be placed separately from the main text, indented 1 cm, without quotation marks, font size 10.

5. Works Cited

Works Cited page should contain only sources cited in the article. Entries are listed alphabetically by the authors' last names (font size 12).

Multiple works by the same author must be listed chronologically, from older to newer. Multiple works by the same author in the same publication year must be labelled with small letters (e. g. Horvat 1998a, Horvat 1998b).

Author's first name must be listed in full (e. g. Horvat, Ivan), and not merely by the initial (e. g. Horvat, I.).

Works Cited Entries

Book

Monograph

Kolanović, Maša. 2011. *Udarnik! Buntovnik? Potrošač...: Popularna kultura i hrvatski roman od socijalizma do tranzicije*. Zagreb: Naklada Ljevak.

Anthology or Collection (e. g. a Collection of Essays)

Dukić, Davor; Mateo Žagar [eds.]. 2010. *Knjige poštujući, knjigama poštovan: Zbornik o 70. rođendanu Josipa Bratulića*. Zagreb: Matica hrvatska.

A Work Prepared by an Editor

Marulić, Marko. 1999. *Glasgowski stihovi* [trans. and ed. Darko Novaković]. Zagreb: Matica hrvatska.

Article in a Journal

Lisac, Josip. 2002. Osnovne značajke čakavske poezije. *Fluminensia*, 14, 1, 85-88.

Work in a Conference Proceedings or a Book Chapter

Užarević, Josip. 1995. Znanost o književnosti i teorija interpretacije. *Trag i razlika: čitanja suvremene hrvatske književne teorije* [eds. Vladimir Biti, Nenad Ivić and Josip Užarević]. Zagreb: Naklada MD; Hrvatsko udruženje za društvene i humanističke znanosti. 13-37.

Web Sources

Eterović, Ivana; Doričić, Robert. 2016. Izgubljeni u prijevodu: pitanje etničkog identiteta govornika istrorumunjskoga jezika između politizacije i zbilje. *Romanoslavica*, 52, 2, 21-32. [https:// drive.google.com/ file/d/ 0B_uQ9vm9C5 K6b3JLcXRa RWczeXM/ view](https://drive.google.com/file/d/0B_uQ9vm9C5K6b3JLcXRaRWczeXM/view) (accessed Jan 24, 2017).

Unpublished Thesis

Bagić, Krešimir. 1995. *Stilografski i genološki aspekti polemičkoga teksta: Polemički rukopisi A. G. Matoša i M. Krležę*. PhD thesis. Zagreb: Faculty of Humanities and Social Sciences, University of Zagreb.

6. Summary and Key Words in One of the World Languages

Times New Roman 10