

INSTRUCTIONS TO CONTRIBUTORS

Geodetski list publishes scientific articles from the domain of geodesy, geoinformatics, GNSS, GIS and generally, from all the domains dealing with the information about space and presenting significant information from other domains significant for the development and improvement in geodesy and geoinformatics. It, further on, publishes also everything referring to professional events in us and in the world, the data from the history of geodesy and the activities of the Croatian Geodetic Society. *Geodetski list* is issued, as a rule, 4 times a year (in March, June, September, and December).

Geodetski list publishes the articles which are reviewed and those not to be the subject of review-procedure, e.g. the articles under the headings of: History, Terminology, News, Publications and Software Review, In Memoriam, Forthcoming Events, etc.

Reviewed works are sorted in the following way:

- original scientific papers
- preliminary communications
- reviews
- papers from scientific and vocational conferences
- professional papers.

The authors propose a category for their works, but a final decision on categorization is on editorial board based on the conclusion of consulting editors.

An original scientific paper contains the unpublished results of original scientific research. Scientific information shall be presented so that the reader can check the accuracy of analyses and deductions on which their results are based.

A preliminary communication contains new scientific cognitions that should be urgently published. They need not enable the presented results to be repeated and checked.

A review must be original, concise and critical review of some domain or its part, in which an author has personally participated. The author's original contribution at the domain must be emphasized with respect to his/her already published works and the survey of such works shall presented.

The papers from scientific and vocational conferences will be, as a rule, published only if they have not been printed in the collected works from such conferences. Exceptionally, entirely modified and supplemented articles can be published.

A professional paper is a useful contribution from the domain of a profession the issues of which are not connected to the original research. That refers, for instance, to the reproduction of the world known research that is the valuable material with respect to the dissemination of knowledge and adaptation of the original research to the needs of science and practice.

When accepted, an article obliges its author not to publish the same article at another place without the approval by the editorial board of *Geodetski list*, and then, only with the information on the place where the article has been published originally.

MANUSCRIPT DESIGN

1. Manuscripts in Croatian standard language or in English are submitted to the editorial board printed with a single-spacing on the A4 format page (210 x 297 mm). *Two* copies are submitted and a *CD (DVD)* (of any software, e.g. MS Word). At least 3 cm of free space should be left at the left side for the notes and objections of the editors. All the pages of the manuscript are to be paginated.

The works are e-mailed to: geodetskilist@gmail.com or to the editorial address.

2. A work should be limited to *16 pages at the most* of a single spacing.
3. The title should be clear, informative and possibly *as short as possible*.
4. A work shall be written in the most concise form permitted by the intelligibility of exposition. The text should be clear, concise, and grammatically correct, without typographic errors. Important words and sentences in the work shall be marked by means of italic script, and not in bold letters.
5. Drawings, diagrams and photos are enclosed in a digital form, incorporated into the work and separately (*.tiff, *.jpg, *.bmp formats), and they must be of a high quality.
6. Especial attention should be paid to the correct quotations of literature. The references shall be ordered in alphabet order of the authors' surnames.

The articles in the magazine are quoted in the following sequence: author's surname (if several, separated by commas), initials of name(s), year in brackets, the title of the article, name of magazine or an international abbreviation, volume number, initial and closing pages.

Example: Božićnik, M. (1992): Geodeti u hramu prirode Plitvička jezera, Geodetski list, 4, 497–505.

The books are quoted in the following way: author's surname, initials of name(s), year in brackets, the book title, publisher, place of printing.

Example: Macarol, S. (1950): Praktična geodezija, Tehnička knjiga, Zagreb.

Particular titles from the references are quoted in the text of a manuscript quoting the surname of the author and the year of issue, e.g. (Macarol 1950).

URL addresses are quoted in the text or an article according to their order: (URL 1), (URL 2), etc. The references at the end of an article, there shall be: a title, the whole URL address and the date of the last access to the mentioned address, *as e.g.:*

URL 1: Hrvatsko geodetsko društvo, <http://www.hgd1952.hr>, (25.11.2006).

The references can contain only the titles and URL addresses as quoted in the text.

7. A work shall contain key words and a summary, which must explain the purpose of the work and present the most important data and conclusions. The optimal size of a summary is up to 250 words. A summary and the key words in the language of the article are below the title and the name of the author, and the title, summary and key words in some other language (e.g. English), are at the end of an article.
8. A *covering letter* to be sent with the article contains the following:
The title of the article, a correct name(s) and surname(s) of the author, his/her educational degree, scientific title, the name and address of the institution employing him/her, telephone number, facsimile, e-mail and correct address and suggestion for a heading and categorization of the article.

NB:

WE KINDLY ASK AUTHORS TO ADHERE PRECISELY TO THESE INSTRUCTIONS.

THE ARTICLES THAT ARE NOT WRITTEN ACCORDING TO THE INSTRUCTIONS WILL BE RETURNED TO THE AUTHORS FOR REVISION.

The persons interested in publishing advertisements can obtain information on the possibilities of advertising and prices at the secretariat of Croatian Geodetic Society, Berislavićeva 6, 10000 Zagreb, Croatia, tel.: +385 1 46 39 371.