



Detailed Instructions for Authors

1. About the Journal *Obnovljeni Život*

Obnovljeni Život is a scholarly journal of the Philosophical–Theological Institute of the Society of Jesus in Zagreb. It was first published in 1919 under the title *Život* which makes it one of Croatia's oldest journals. Publication was interrupted after World War II, but was restarted in 1971 and the title altered to *Obnovljeni Život*. It enjoys a longstanding tradition and is a reputable journal both in Croatia and abroad.

Obnovljeni Život is issued quarterly, and it publishes categorised scholarly and expert papers from the fields of philosophy and religious studies. Also, it publishes short non–categorised papers such as critiques and reviews (a maximum of 9000 characters with spaces). *Obnovljeni Život* is on the A1 list of domestic publications which are taken into consideration in evaluating papers of candidates to be selected for scholarly pursuits in the Humanities.

2. Categorisation of Papers

Obnovljeni Život publishes original research papers, as yet unpublished and which are not undergoing the review process elsewhere. Scholarly and expert papers are categorised through the *peer–review* process. The editor may reject an article without an external review provided that it is clearly inappropriate in regard to content, quality or the technical propositions of the journal.

The Journal *Obnovljeni Život* publishes papers in the standard Croatian language and provides proofreading services for articles accepted for publication. The Office of the Editor may require the author that he or she adjust his or her text to the neutral linguistic norms of the academic and scholarly styles.

Following the review process, the paper accepted for publication may have also received one of the scholarly–expert ratings as per the current Regulations on Prerequisites for Appointments to Scientific Positions (Croatian Official Gazette NN 84/05).

An *original scholarly paper* contains the results of original scholarly research such that it may be verified, and the processes undertaken in the course of research are described in such a way as they may be repeated.

A *preliminary communication* is a scholarly paper containing one or more new pieces of scientific data which do not have a significant impact on existing scientific knowledge.

A *review article* is a scholarly paper which provides an overview and analysis of published scientific information in a narrower field of study. Seeing as the author of such a paper bases his or her research on an analysis of previously published research, his paper must display visibly the author's contribution to the subject through his or her personal critical review.

A *professional paper* contains information which is known or was previously published, and focuses on its application or promulgation for educational purposes.

After the review procedure has been completed, the authors of the article accepted for publication are obligated to revise the paper in accordance with the instructions of the reviewers and the editor, such that the characters of the altered sections are highlighted in red (without *Track Changes*), while the instructions which they possibly may not have accepted must be clarified in a separate file (not in the text of an e-mail).

3. *Technical Recommendations and Guidelines*

Papers are to be submitted in the *.doc, *.docx or *.rtf format in the Times New Roman font. The *Normal (Regular)* and *Italic* may be used for text formatting, and also the numerical order of notes beneath the text (*Footnote, number format*). Authors are required to ensure that the submitted digital versions of their texts have no other visible or concealed formatting. Therefore, use of the *Keep Text Only* option is strongly recommended when copying from other sources. Should the need arise for special formatting (tables, passages, dedications, etc.), a page layout draft must be delivered to the Office of the Editor in *.pdf format.

Papers are to be sent by e-mail to the Office of the Editor at zivot@ffrz.hr.

4. *Articles Submitted for the Review Procedure*

Articles submitted for the review procedure must meet requirements as follows: (a) the length of the article may be a minimum of 16 standard pages or a maximum of 20 standard pages, keeping in mind that a standard page consists of 1,800 characters with spaces (hence, between 28,800 and 36,000 characters with spaces). The paper must contain all of the following: title, author, introductory summary, key words, body of the article and bibliography in Croatian, as well as the title, author, summary and key words in the English language.

Title (Font style Normal, 12 pt, not verzal) The title must be written with no line breaks using the *Enter* key. The title may be complemented by a subtitle in the line below, with no punctuation between the title and subtitle.

Author (Font style Italic, 12 pt). The title is followed by the names of the author in the order which the authors themselves have agreed upon. The order in which authors shall be named must be delivered for all authors in a separate file which must contain the full title and address of their parent institution, or

other institutions if applicable; e-mail address. This data is published in a special note alongside the name of each author of an article, the accuracy of which is the responsibility of the author himself.

Summary (Font style Italic, 10 pt). Introductory summary is a brief presentation of the theme and methodology of research in 500 characters with spaces at the most.

Key words (Font style Italic, 10 pt). Key words are one-word or two-word entries on the basis of which a reader may be guided toward an article in the scientific database. The author may cite from three to eight one-word or two-word entries which indicate the content of the paper.

Text of the Article (Font style Normal, 12 pt). The text of the paper should be arranged into numbered chapters and sub-chapters, up to three levels at the most: 1.; 1.1.; 1.1.1. Chapters and subchapters must be titled.

Notes (Font style Normal, 10 pt). Notes are comments on the text which additionally clarify the claims made with the aid of data which is not closely related to the subject, but contribute to the understanding of the broader circumstances involved. In exceptional cases notes may contain a brief bibliographic reference to the internet source when it is not possible to format this as an in-text citation. Notes may be numerical only and may be automatically included at the foot of the page using the *Insert Footnote* option.

Bibliography (Font style Normal, 12 pt). This is a bibliographic list of papers which the author used for reference purposes in the article and which consist of bibliographic units. This list of bibliographic units is made by putting in alphabetical order the surname of the (first) author, then in chronological order each individual author, and in alphabetical order the titles within an individual year. Should the need arise, the bibliography may (but need not) be divided into smaller components, e.g. primary literature (origins, sources), secondary literature, internet sources, archival material, etc. The work of an unknown author may be denoted by using the abbreviation Anon. The bibliography does not include works which are not referenced in the text of the article. A more detailed description of the bibliography is given in chapter 5. *Rules for In-Text Citations and Bibliographic Units.*

Summary (Font style Italic, 12 pt). The summary in English must contain a brief but comprehensive overview of the paper: a description of the problem, aims, methodology and conclusion expressed in approximately 1,500 characters.

Key words (Font style Italic, 12 pt). The key words in English must correspond to the key words in the Croatian language.

5. Rules for In-Text Citations and Bibliographic Units

Quoting, paraphrasing or referencing of other types contribute to the credibility of the scholarly paper. They must be used in such a way as to respect the moral rights and intellectual property of the author whose scientific and other achievements are referred to and used to the extent required in the article for clarity. The author may reference in the text only a specific issue of a paper or book, but not reference them in general. If a text is quoted from a foreign language publication such that it is conveyed in the Croatian language, one must

name the translator of the text in the note beneath the text or in the reference list alongside the bibliographic unit.

Obnovljeni Život uses the In-Text Citations System for quotations and referencing purposes and also a separate Reference List, the so-called Harvard Style, modelled after the APA (American Psychological Association) standard.

The text being quoted must be accurately transcribed from its source and separated from the remainder of the text by quotation marks » «. Referencing can be done by paraphrasing and recounting content without quotation marks. Immediately following the quotation or any of the other ways of referencing, an in-text citation in brackets is inserted into the text itself. The in-text citation is abbreviated information on the bibliographic unit in the reference list and contains the surname of the (first) author, the year of issue and the page or sub voce in the cited source: e.g., (Macan, 1997, 15–16); (Jalšenjak and Šestak, 2015, 153); (Cifrak et al., 2008, 32); (Jambrešić, 1742, s. v. *pietas*). When the article is signed by two authors, both are cited, while in the case of three or more authors, only the first is named followed by the denotation „et al.“ (the remaining authors are named in the reference list). Instead of the authors' surnames, it is sometimes necessary to give the abbreviation of the title or catalogue number of the archival material, eg., (GS 30); (HR–HDA–650). Each in-text citation is preceded by a quote or comment by the author of the article regarding a specific part of the referenced work and by the same principle can be inserted into the text of the note.

A bibliographic unit is a complete bibliographic description of the work of an author in a publication or in some other written form (e.g. a manuscript or text on the internet) in the reference list at the end of the article. A bibliographic unit consists in data on the complete authored work of one or more authors, the cited authors being co-authors, not separately distinguishable. The basic information of a bibliographic unit are the name (names) of the author, year of publication and title of the paper. Other data refer to the place where the paper is published and where it is located: title of the publication, editors, place of publication, publisher, volume number, pages, internet location, etc.

In the bibliographic unit authors are listed according to surnames and full names of all authors. For a paper by more than two authors, only the surname of the first author is cited in the in-text citation with the denotation “et al.” When it is not possible to name the author of a work, the reference list may contain an invented abbreviation, such as AD for Academic Dictionary, for the purpose of formatting in-text citations. If multiple papers of the same author are cited which were published in the same year, lower case letters of the alphabet are attached to the year as follows: 1998a, 1998b, 1998c.

Multiple places of publication and multiple publishers are grouped according to type of data and are separated from each other by a line with spaces. For internet sources the reference list must contain DOI or URL with the date of access in brackets. Archival material must be separated in the reference list and quoted according to catalogue number and title assigned by the archive where the material is located. It is important to give accurate, unambiguous bibliographical data which will help the reader find the publication, but again not to encumber the list with unnecessary information.

Authors are required to adjust bibliographic entries on the reference list as in the following examples:

5.1. *Authored Book, Doctoral Dissertation or Master's Thesis*

Cifrak, Mario; Kresina, Ante; Herman, Zvonimir Izidor (2008). *Poslanje egzegeze u Katoličkoj Crkvi: Od Drugoga vatikanskog sabora do danas*. Zagreb: Kršćanska sadašnjost.

Kašić, Bartol (1640). *Ritual rimski istomaccen slovinski po Bartolomeu Kassichu Popu Bogoslovču od Druxbae Yesusovae Penitenčiru Apostolskomu*. Rim: Iz Vtiesteničae Sfet: Skuppa od Razplodynya S. Vierrae.

Macan, Ivan (1997). *Filozofija spoznaje*. Zagreb: Filozofsko–teološki institut Družbe Isusove u Zagrebu.

Paša, Željko (2013). *Book of the Pearls of Utility: On the Principles of the Religion and Dogmas* (Doktorski rad). Sezione Patristico–teologica, Facoltà di Scienze Ecclesiastiche Orientali, Pontificio Istituto Orientale, Rim.

5.2. *Journal Article*

Franzoni, Andrea (2013). From the sea to deep space: The Leviathan in Herman Melville, Stefano D'Arrigo and Howard P. Lovecraft. *Disputatio philosophica*, 15, 81–90

Jalšenjak, Borna; Šestak, Ivan (2015). Dobrobiti poznavanja filozofije za organizacijske znanosti: Primjer Aristotelove filozofije i teorije samoodređenja. *Obnovljeni Život*, 70(2), 151–162.

Steiner, Marijan (1997). Kantova estetika. *Obnovljeni Život*, 52(6), 533–545.

5.3. *Chapter in a Proceedings, Chapter in an Authored Book of another Author and Authorised Entries in an Encyclopaedia*

Balić, Karlo (1941). Augustin, Aurelije. U: Mate Ujević (ur.), *Hrvatska enciklopedija: Svezak I: A–automobil* (str. 742–745). Zagreb: Naklada Konzorcija Hrvatske enciklopedije.

Koprek, Ivan (1999). Istina će nas oslobadati: Kršćanska filozofija o zdravlju društva. U: Anto Mišić (ur.), *Crkva i zdravo društvo: Zbornik radova međunarodnoga znanstvenog simpozija održanog u Zagrebu 20. i 21. studenog 1998* (str. 45–57). Zagreb: Filozofsko–teološki institut Družbe Isusove u Zagrebu.

Miščin, Danijel (2015). Stjepan Zimmermann — odličnik hrvatske filozofije XX. stoljeća. U: Stjepan Zimmermann, *Znanje i vjera: Studije i rasprave* (str. 7–30). Zagreb: Glas Koncila.

5.4. *Non–Authorised Entry in a Dictionary, Lexicon or Encyclopaedia*

Jambrešić, Andrija (1742). *Lexicon latinum interpretatione Illyrica, Germanica, et Hungarica locuples*. Zagreb: Typis Academicis Societatis JESU, per Adalbertum Wilh. Wesseli. — (Jambrešić, 1742, s. v. *pietas*)

Marević, Jozo (2000). *Latinsko–hrvatski enciklopedijski rječnik* (I. A–L, II. M–Z). Velika Gorica — Zagreb: Marka — Matica hrvatska. — (Marević, 2000, s. v. *sermo*)

5.5. Documents on Magisterial Teachings

Documents on magisterial teachings in the reference list are listed in alphabetical order in their abbreviated form, followed by the full title of the document and the source used by the author. Authors may reference untranslated or translated publications of the documents, while the place of publication is named in the reference list as the books, journals, etc. described previously. The in-text citations contain the abbreviation and possible additional data, for example: (GS 30).

5.5.1. Papal Documents and Papers

MIDI. *Mitis Iudex Dominus Iesus*. U: Franciscus, *Mitis Iudex Dominus Iesus. Acta Apostolicae Sedis*, 107 (2015) 9, 958–970.

SP. *Summorum pontificum*. U: Benedikt XVI., *Summorum pontificum i pismo pape Benedikta XVI. prigodom njegova objavljivanja*. Zagreb: Kršćanska sadašnjost, 2009.

5.5.2. Documents of Congregations and other Institutions of the Holy See

RF. *Relatio finalis*. U: XIV. opća redovita skupština Biskupske sinode, *Relatio finalis: Zaključno izvješće biskupske sinode Svetom Ocu Franji: Poziv i poslanje obitelji u Crkvi i suvremenom svijetu*. Zagreb: Kršćanska sadašnjost, 2016.

RS. *Redemptionis Sacramentum*. U: Kongregacija za bogoštovlje i disciplinu sakramenata, *Redemptionis sacramentum: Sakrament otkupljenja*. Zagreb: Kršćanska sadašnjost, 2016.

5.6. Internet Sources

A bibliographic entry for internet sources is formed according to the same principle as described for all publications, but one must add URL or DOI as well as the date of the last access to the web page. It is often not possible to establish the author or year and so these data are omitted, while only data available in the source itself are included in the reference list. In the case that one cannot easily and briefly link the citation in the in-text citation with the data on the reference list, then one must quote the bibliographical data as briefly as possible in the note below the text, while the complete bibliographical data must be cited in the reference list.

Anon. Stepinac, Alojzije, bl. U: *Hrvatska enciklopedija*. Leksikografski zavod Miroslav Krleža. URL: <http://www.enciklopedija.hr/natuknica.aspx?id=58021> (02.11.2016.)

Grandroute, Robert. Pierre Joseph André Roubaud (1730?–1792). U: *Dictionnaire des journalistes (1600–1789)*. Institut des sciences de l'homme. URL: <http://dictionnaire-journalistes.gazettes18e.fr/journaliste/709-pierre-joseph-andre-roubaud> (23.06.2016.)

GS. *Gaudium et spes*. U: Paulus VI., *Paulus episcopus servus servorum Dei una cum sacrosancti concilii patribus ad perpetuam rei memoriam constitutio pastoralis de ecclesia in mundo huius temporis (1) Gaudium et spes*. URL:

http://www.vatican.va/archive/hist_councils/ii_vatican_council/documents/vat-ii_const_19651207_gaudium-et-spes_lt.html (13.01.2017.)

Cornell, Drucilla (2015). The role of the Kantian imagination in realization-focused comparison. *Philosophy & Social Criticism*, 41(1), 21–28. DOI:10.1177/0191453714553496

5.7. Archival Material

HR–HDA–650 Pavlinski samostan Lepoglava, fasc. 10, br. 82. [Hrvatski državni arhiv]

HR–MP–127 Catalogus Authorum Seu Scriptorum Ex Religiosis ordinis S. Pauli primi Eremitae, Qui aliqua Doctrina aut pietatis monumenta Scriptis ediderunt. Collectus per P. T. Nic. Ben. eiusdem Ords. [Metropolitana]

6. Other Instructions

We make a distinction between two types of quotation marks, namely, »quotation marks« and “inverted commas” (as illustrated) which are to be used in two ways as required by the text.

Quotation marks are used for conveying a text in its literal form (including also typographical errors) from the source quoted as a part of referencing.

Inverted commas stress that a word is used in its figurative sense or that its meaning is uncertain.

7. Legal Framework

The journal does not charge authors for the review procedure, nor does it charge for publishing expenses or other expenses involved in ensuring articles are available on the internet. Authors receive no remuneration for published articles, and article authors are given one free copy of the issue in which their article was published.

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