

# INSTRUCTIONS FOR AUTHORS<sup>1</sup>

*Polemos* publishes original scientific, review and other theoretical, research and methodological papers from the fields of sociology, military science, political science, philosophy, history and psychology regarding all the questions dealing with the effects of war on society and people, relationship between armed forces and society, security and defense studies, Croatian Homeland war and military history, as well as reviews of domestic and foreign books and magazines which deal with those and related topics. *Polemos* also publishes other contributions in those topics areas (statements, translations, reviews, notifications etc.). Only papers which have not been previously published elsewhere are considered. Every paper submitted for consideration undergoes a double-blind peer-review process. The results of review process are conveyed to authors in six weeks from the date of article submission at the longest. In selecting reviewers the Editorial Board requires that reviewers have no conflict of interest. Members of the Armed Forces, other security organizations and institutions, and Croatian state administration publish papers in accordance with the law and special regulations. Editorial board considers that submission of papers and the copyrights are the sole responsibility of the authors.

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In regulation of the standards of ethical conduct and relations of all parties involved in the publication process (authors, editors, reviewers, and the publisher), *Polemos* adheres to the Committee on Publication Ethics (COPE) Best Practice Guidelines for Journal Editors ([http://publicationethics.org/files/u2/Best\\_Practice.pdf](http://publicationethics.org/files/u2/Best_Practice.pdf)) and The Publishing Ethics Resource Kit (PERK) <https://www.elsevier.com/editors/perk>.

## Submission of papers

Papers should be submitted by e-mail to the address: [polemos@ffzg.hr](mailto:polemos@ffzg.hr) or to the e-mail address of the Editor-in-Chief. Written contributions should be made in Word (\*.doc). In case the written contribution is not originally processed in Word, before submitting it to the Editorial Board, it should be saved in the Rich Text format (\*.rtf).

The Editorial Board accepts unpublished articles in the Croatian or English language. Papers should be accompanied by summaries in Croatian or English and one other foreign language of up to 200 words, and by the list of not more than seven key words (in Croatian and the second language of the summary). Papers, including summary, literature and graphic contributions, should not exceed 8000 words altogether. In exceptional cases, with an editorial decision, it is possible to

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publish a previously published article with a clear argumentation by the author and a mandatory note that the article was published earlier.

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First page of the manuscript should indicate scientific degree, first and last name of the author, profession, name, postal address, phone and fax number of the affiliation or home address and e-mail address. On the same page the author should state the organization, institution or company where he/she works, his/hers position and the most recent published works (books or articles).

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or the first two (in italics) as well as the publication year, ex. (Službovnik, 1992:6) or (Pravilo brigada, 1984). Alternatively, instead of author's name, three stars may be put, followed by the first or first two words from the title and the year, ex. (\*\*\*) Obrednik, 1992) or (\*\*\*) "Food Shortage", 1994).

References and quotations from daily, weekly and similar printed media, intended for general audience, can be stated in two ways. If news, published documents or information are being cited, that is, the articles in which the author is unknown, the title of the newspaper and day of publication should be in italics, ex. (Vjesnik, 1995) or (New York Times, 1991). If the publications and theses from known authors are used (ex. comments, columns etc.), information regarding the source should be cited in the literature, in the same way as other articles, ex. (Višnar, 1993). References from webpages are being cited in the same way as publication from printed media.

Footnotes containing further explanation, comments or digressions, are being marked in the text by Arabic numerals, and should be placed under the bottom page line (notes under the line, footnotes).

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Bibliography should be written in the following form:

(a) Journal article:

Kaysen, Carl (1990) "Is War Obsolete?" *International Security* 14(4): 42-64. (First number behind the title states the year, number in the brackets states the number within the year, and number after the colon indicates page numbers)

(b) Chapter in edited book:

Fanuko, Nenad (1992) "Dediferencijacija i rat". In: Čaldarović, Ognjen – Milan Mesić - Aleksandar Štulhofer (eds.): *Sociologija i rat*. Zagreb: Hrvatsko sociološko društvo. P. 51-62.

(c) Book:

Bauer, Ernest (1991) *Sjaj i tragika hrvatskog oružja*. Zagreb: Nakladni zavod Matice Hrvatske.

(d) Anonymous publications (they are being stated in the bibliography based on the first word in the title, or, if they are marked with three stars instead of the author's name, on the top of the list):

*Pravilo ručni raketni bacač 90mm M79*. Zagreb: Zapovjedništvo Operativne zone Zagreb. 1992.; or:

\*\*\* (1994) "Status of Public Health in Bosnia and Herzegovina, August – September 1993" *JAMA*, The Journal of the American Medical Association, 271(12): 100-103.

(e) Websites:

Fernandez, Lilia (1999) "The Rights of Refugees: One in Every 50 People Is Uprooted!" *New World Outlook*; September - October. Available at URL <http://gbgm-umc.org/nwo/99so/refugees.html> (also at: URL <http://gbgm-umc.org/nwo/>).

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Authors are advised to use both pronouns "she" and "he", that is, gender sensitive language.

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