**Instructions for writing papers**

Cover page: In the header, state the name of the faculty and department. In the middle, it is necessary to state the name of the author of the paper, as well as its title (the title must be written in CAPITAL LETTERS). In the footer, state the place and time of creation of the paper (for example: Zagreb, April 2022).

Font size: for main text 12, for footnotes 10

Font type: Times New Roman

Margins: 1.5 centimeters on each side (top/bottom, left/right)

Spacing: double in the main text of the work, single in notes or footnotes

Page numbering: middle, bottom (title page and first page are NOT numbered)

Marking of units:

🡪 parts – capital Roman numerals (I., II., III., IV...);

🡪 chapters - capital Latin letters (A., B., C., D...);

🡪 subchapters – Arabic numerals (1., 2., 3., 4...)

If further subcategories exist within the subchapter, they must be marked with lowercase Latin letters (a, b, c, d...) or lowercase Roman numerals (i., ii., iii., iv...).

Additionally, as an alternative way of marking parts of the work, it is possible to use Arabic numerals, where the main part is marked with the numbers (1, 2, 3, 4…), and other Arabic numbers are added to the subdivisions within the main part, which are separated by a point. For example: main unit 1., and within we have unit 1.1., and further inside 1.1.1., and so forth.

We accept various types of papers (e.g. seminar papers, graduation theses, professional, scientific and final papers). If you are not certain whether your paper meets the criteria for publication in the journal, please do not hesitate to contact the editorial office at [urednistvo.pravnik@gmail.com](mailto:urednistvo.pravnik@gmail.com)

**The paper must not have been previously published in any other journal, publication or similar.**

**For publishing your paper you don't need mentor or any recommendation.**

Your Editorial Board of Pravnik