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# Manuscript Title

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# Manuscript Title

## ABSTRACT

A brief abstract (50 - 150 words) should appear beneath the Manuscript Title. It should give an account of the most relevant contributions of the paper. It is also important to indicate briefly the problem background, the goal, the methods, the results, and conclusions. Avoid abbreviations, diagrams, and references. It must be complete and understandable without reference to the text.

## KEYWORDS

*Please supply six to eight keywords, which apply to your paper. Separate the keywords by commas.*

## INTRODUCTION

This part of the manuscript should include a brief introduction into the problem that will be addressed. It should typically describe the background of the problem and provide a concise statement of the problem.

The Introduction usually also contains a short guide explaining what is contained in each of the manuscript’s sections. A typical manuscript may proceed with a section containing literature review that would clearly indicate the unresolved aspect of the problem. This can be followed by a thesis which would settle the issue. The methods used to support the thesis should be discussed in sufficient detail so that the argumentation procedure can be reproduced. In the case of empirical research article, the thesis is usually formulated in the stronger form of a hypothesis, and the appropriate statistical methods are described in sufficient detail and used to confirm or reject the hypothesis. Regardless of whether the article is theoretical or empirical, what follows next is usually a resume of the results that have been achieved by the previously described methods, and a discussion of the implications of those results for the thesis that has been proposed. The Discussion section is also the right place to relate the findings to relevant previous studies. Finally, a short conclusion recapitulating the main points of the manuscript is provided, followed by a complete list of references. If special symbols have been used in the manuscript, they should be listed in a separate section, immediately preceding the References.

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Authors should use Times New Roman, 12-point character size for the text. The text should be left and right justified, line-spacing 1.5 lines. Please, use A4 page size, page orientation: portrait.

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## MANUSCRIPT LAYOUT

The layout of the paper should follow the style of this document, starting with a title. The title should be brief, clear and descriptive. The title should not exceed two lines in print. Titles do not normally include numbers, acronyms, abbreviations or punctuation.

## HEADINGS

The paper is divided into **sections** and may further be divided into **subsections**. Please use the format for headings as in this document.

### Second-level heading

This is how the text under a second-level heading should look like.

Third-level headings. This is how the text under a third-level level heading should look like and how it continues in the next line.

Bulleted lists. In bulleted lists, use dash as a bullet. If you use a complete sentence to introduce the bulleted list, then end it with a full stop, not a colon.

* It is important to start each point with a capital letter.
* Remember to end each point with a full stop.

When working with lists of points that are not full sentences:

* place the colon at end of sentence introducing the list
* start points with lower case letters (because they are not complete sentences).

Tables. Tables should be included in the main body of the text. They should be numbered consecutively (Table 1, Table 2, Table 3, etc.).

Table captions should appear above the respective table.

When tables are mentioned in the text, they should be referred to as Table 1, Table 5, i.e., with a single letter space between the word “Table” and the Arabic numeral.

Table 1. Comparison of prices for two weapon systems

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Price 1  [MEUR] | | Price 2  [MEUR] | |
|  | Phase 1 | Phase 2 | Phase 1 | Phase 2 |
| System 1 | 17.45 | 3.81 | 16.98 | 3.99 |
| System2 | 21.43 | 6.45 | 22.56 | 6.91 |

Figures. Illustrations, maps, charts, diagrams and other graphics are referred to as Figures. Figures should be submitted separately from the main body of the text, in uncompressed JPEG or TIFF format, as well as in the original format in which the figure has been produced (e.g. MS Visio, Adobe Photoshop, Corel DRAW, etc.).

Figures should ideally be black and white, not colour. If any figures appear in colour, please note that they will only appear in colour in the online version; in the printed version they will be in black and white. If colour is essential to the figure, please send a good quality colour image. **Acceptable resolution for figures is 300 dpi.**

Please prepare all figures, especially line diagrams, to the highest possible standards. As a general rule, lettering in the figures should be comparable to that in the text. All original drawings should be prepared, if possible, for a uniform scale of reduction. Bear in mind that lettering may be reduced in size by a factor of 2 or 3, and that fine lines may disappear.

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Figure 1.This is the caption for a hypothetical Figure 1. It indicates that Figure 1 will be inserted above this caption in the main body of the text.

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In general, the total number of tables and figures in a manuscript should not exceed ten.

Quotations. If you use American English, use double quotes (“) for initial quotations, then single quotes (‘) for quotations within the initial quotation: “Economic systems,” according to White (2001:p.51), “are an inevitable by-product of civilization, and are, as John Doe said, ‘with us whether we want them or not.’”

If you use British English, use single quotes (‘) for initial quotations, then double quotes (“) for quotations within the initial quotation: ‘Economic systems’, according to White (2001:p.51), ‘are an inevitable by-product of civilization, and are, as John Doe said, “with us whether we want them or not”’.

The above examples also show that the American style places commas and periods inside the quotation marks, even if they are not in the original material. British style places unquoted periods and commas outside the quotation marks.

For quotations that are more than four lines long, place quotations in a free-standing block of text and omit quotation marks. Your parenthetical citation should come **after** the closing punctuation mark. (Black, 2000:p.55)

Hyphenation. Use the em dash (symbol 2014) instead of commas in a sentence when explaining something, for example: This assumes an individual’s cognitive and affective—not necessarily explicit or conscious—acceptance of norms and values.

Use the en dash (symbol 2013) between numbers and words replacing “to”, for example 4–6 ml; east–west transects; also in composite names, e.g. Wigner–Seitz cells.

Italics. The following words need to be italicized: *versus* (*vs*.), *in vitro*, *in vivo*, *vice versa*, *circa* (*ca*.), *ex vivo*, *in situ*, *ad hoc*, *post hoc*, *N.B.*, *ab initio*, *de novo*, *de facto*, *in vacuo*, *viz.*, *vide infra*, *vide supra*, *per se*, *vis-à-vis*, *in silico*, *a priori*, *a posterior*, *status quo*. Note, however, that if one of these words appears in an italicized subheading it should then not be italicized so as to stand out.

The following words are not italicized: e.g., i.e., via, etc., et al, per capita.

Equations, units, symbols, etc. Equations should be typed neatly in position with appropriate space above and below to distinguish them from the text. For mathematical symbols, Greek letters and other special characters, use normal text or Symbol font. Word Equation Editor/Math Type should be used only for formulae that cannot be produced using normal text or Symbol font. Equations should be either centred or placed flush left, and assigned a number that should appear in parentheses flush to the right margin.

|  |  |
| --- | --- |
|  | (1) |

Subscripts and superscripts should clearly be typed as such, and the manuscript should be reviewed carefully to ensure there is no ambiguity in presentation. Numbers and letters that are intended to be subscripts or superscripts should not align with the rest of the text.

Do not use punctuation at ends of equations. Greek letters and other symbols should be typed. All data should be reported in SI units.

Numbers one to nine are written in full, except if part of a measurement (6–8 ml) or in the experimental/materials/methods section. Decimals should always be shown by periods and not by commas or centred dots.Numbers at the beginning of a sentence should be written in full, i.e. 152 kg must be written as: One hundred and fifty two kilograms.

Examples of correct form of data: 20%, 15 °C, 30 ml/min, NPV = 5 EUR, 3.9 kEUR/t, ≥1,000 etc. There is no space after > or < unless it is between two figures, i.e. 7 < 10.

Currencies. When using currencies, always use ISO 4217 standard, [http://en.wikipedia.org/wiki/**ISO**\_4217](http://en.wikipedia.org/wiki/ISO_4217). Prefixes k, M, G, etc. may be used for thousand, million and billion units.

Abbreviations and dates. Define abbreviations the first time they are mentioned in the text.

If you use American English, write dates as April 13, 2001; if you use British English, write 13 April 2001. The “th” in “19th or 20th century” does not need to be written in superscript. Write 1990s rather than with an apostrophe or just 90s.

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## CONCLUSION

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Acknowledgements may be added to the manuscript only after the completion of the review process. The Acknowledgements section should be placed immediately after Conclusion.

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If special symbols have been used in the manuscript, they should be included in a nomenclature list, which is to be placed before the References. Sort the symbols by alphabet and group separately Greek letters, Subscripts and superscripts and Abbreviations. For example:

*L* length [m]

*P* pressure [kPa]

### Greek letters

*ρ* density [kg/m3]

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## ABOUT THE AUTHOR

Dr. John Smith (john.smith@morh.hr) has served in different positions as a researcher and analyst at the Onestate’s Ministry of Defence since 1997. His research interests include transformation of conﬂicts and peace processes in South East Europe; policy of the EU towards the Western Balkans; instruments for conﬂict prevention and conﬂict management; and the application of scenario techniques for conﬂict research. Dr. Smith has participated in several research projects dealing with the peace processes in South East Europe (amongst others in a joint project with the German Nobel prize laureate for game theory Reinhard Selten on crisis management in Kosovo) and has numerous publications on the security political development in South East Europe. Since 2003 he has been head of section for conﬂict analysis at the Institute for Peace Support and Conﬂict Management at the Onestate’s National Defence Academy.

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