**International Artistic and Scientific Conference**

 **„Pajo Kolarić and his time“**

**Osijek, 26th and 27th May 2021**

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The Academy of Arts and Culture

**Instructions for authors**

**Procedure for submitting papers::**

* Electronic address for inquiries and submission of papers: pajokolaric2021@aukos.hr
* Deadline for submission of complete works: by October 1, 2021
* Papers not submitted within the defined dates will not be submitted to the review process or published in the proceedings.
* The International Editorial Board accepts exclusively unpublished papers in Croatian and English. The papers undergo double blind reviews and are reviewed by reputable domestic and international reviewers.
* The editorial board reserves the right to adapt the article and / or request adaptation to the standards of the journal and the spelling of the Croatian or English language.
* Free use of published articles for educational and other non-commercial purposes is permitted, with appropriate reference to sources.

**The paper should contain:**

* Papers are written in Latin, in Croatian and English. The maximum volume of work, including equipment and literature, is 6000 words (Times New Roman, font size 12, line spacing 1.5 with mutual alignment, margin set to 3 cm).
* The first page should contain:
	+ Title of the paper (capital letters, Times New Roman, font size 14, bold, line spacing 1.5, centered)
	+ Name and surname of the author above the title (Times New Roman, size 12, line spacing 1.5.) with a footnote stating the name of the institution where he works and the e-mail address.
	+ Abstract in Croatian and English (Times New Roman, Italic, size 11 and line spacing 1.5) which should contain up to 300 words and should follow the following structure: objectives, methodology and main results and conclusions described in the paper.
* Keywords in Croatian and English (Times New Roman, Italic, size 11 and line spacing 1.5) that should be listed in alphabetical order, up to a maximum of 5 key terms, which are professionally / scientifically referenced for the issues covered.
* The entire paper should be divided into sections with prominent subheadings.
	+ Tables, charts and other graphic solutions need to be incorporated into the text, but also sent in the originally created document, eg in .bmp, .jpg, .gif, .tif, .xlsx and other formats.
	+ In tables, the text is expressed in font size 10, with spacing 1.0. Tables, graphs and photographs / illustrations should be in the middle of the page in black and white, high quality and part of the text. It is necessary to state the title numbered in Arabic numerals **above** the table and **below** the graph / photograph / illustration (eg Table 1. Levels of affective teaching area).
* **Notes (footnotes)** should be used exclusively for commenting or necessary addition to what is said in the text. Times New Roman 10. Alignment on both sides.
* Literature list
* Abstracts of up to 300 words and keywords in Croatian are placed at the beginning of the paper, while the title of the paper, abstract and keywords in English are placed at the end of the paper, after the literature.

**Method of citation:**

* The quotation must be marked with quotation marks ("quotation").
* After the citation, it is necessary to state in brackets the author's surname, the year of publication and the page number, eg (Rojko, 2002, 23).
* Citing paraphrases within the text is indicated by omitting the page number, for example (Rojko, 2002).
* If there are two authors, both should be listed (Stoll and Fink, 2000); if there are three, all three should be listed first, and later the surname of the first and co-workers (Findak et al., 1986). If there are more than three of them, the surname of the first et al. The bibliography always lists all authors.
* When referring to multiple sources within a text, the sources are listed chronologically in such a way that the last published work comes first (Furlan, 1984; Markovac, 1973).
* When mentioning an author whose work was not found in the original, but indirectly from another publication, then the text should state the name of the author who first stated some results / thoughts, and then the author in whose publication this information was found, e.g. (Benoit, 2000 according to Brown and Geddes, 2006, 72). An indirect publication should be cited in the bibliography for such a case, i.e. Brown and Geddes (2006).
* Shorter quotations (up to three lines) are integrated into the text while longer quotations (four or more lines) are separated from the rest of the text, indented to the left, and font 10 is used.

**Citing sources in the bibliography:**

* At the end of the paper in the bibliography, only the papers mentioned in the text are listed, in alphabetical order, according to the authors' surnames.

If more than one work by one author is listed, then they should be listed chronologically starting with the most recent, and if more than one work by that author is in the same year, the first is marked (2015a), the second (2015b), etc.

**Books**

**Author's book**

Surname, Initial of a name. (Year). Book title. Place of publication: Publisher.

Gudjons, H. (1994). Pedagogy: Basic knowledge. Zagreb: Educa.

**Book with an editor**

Surname, Initial of a name. (ed.) (Year). Book title. Place of publication: Publisher.

Šicel, M. (ed.) (2001). An anthology of Croatian short stories. Zagreb: Disput.

Surname, Initial of name. (ed.) (Year). Book title. Place of publication: Publisher.

Lindzey, G. and Aronson, E., eds. (1985). Handbook of social psychology. Special fields and applications. New York: Random house.

**Journal article**

Surname, Initial of a name. (Year). Title of the paper. *Journal name*, number, pages from-to.

Rojko, P. (2006). Music teaching in general education schools in Europe. *Tones*, 48 ​​(2), 5-22.

**Article in a proceedings or a chapter in a book / monograph**

Surname, Initial of a name. (Year). Title of the paper in the conference proceedings / book / monograph. In: initial (s) of the name and surname of the editor (ed.), *Title of the Proceedings / Books / Monographs* (pp. From-to). Place of publication: Publisher.

Sekulić-Majurec, A. (2007). The role of participants in the educational process in creation,

curriculum implementation and evaluation. In: V. Previšić (ed.), *Curriculum - theories, methodology, content, structure* (pp. 351-383). Zagreb: Školska knjiga.

**Doctoral, master's, graduate theses**

Surname, Initial of a name. (Year). *Title*. Unpublished doctoral / master's / graduate thesis. Place of publication: Publisher.

Szabo, S. (1971). *Some methodological problems of Stevens' psychophysics*. Unpublished master's thesis. Zagreb: Department of Psychology, Faculty of Philosophy in Zagreb.

**For online literature**, it is necessary, after the available basic references (titles, authors, etc.), to indicate the source (http: //) and the date of upload.

Sinković, G. and Bevanda, V. (2007). Information and communication technology standards. Informatology, 40 (4), 295-300.

URL**:** [http://hrcak.srce.hr/search/?q=standardi+za+informacijsko](http://hrcak.srce.hr/search/?q=standardi%2Bza%2Binformacijsko) (accessed: 29.02.2021.)

**Website**

Page title. Full URL (access date)

Academy of Arts and Culture in Osijek. URL: http://www.uaos.unios.hr/o-akademiji-2/ (accessed: 29.02.2021.)

**Documents, reports and other institutional publications**

Institutional or group author. (Year). *The title of the document or report*. Institution, Department. City: Publisher.

Ministry of Science and Education - MZO (2019). *Rulebook on ways, procedures and elements of student evaluation in primary and secondary school*. Zagreb: Ministry of Science and Education of the Republic of Croatia.

**Laws, rulebooks, instructions and court and arbitration practices**

Title of the publication in which the law was published (year of issue) *Title of the law*: subtitle. Place of publication: Publisher, volume / year mark (number), p. from to.

Official Gazette - NN (1992). *Law on Higher Education Institutions*. Zagreb: Narodne novine d.d., 49 (1), p. 2142-2159.

Name of institution, case number, date and source

Constitutional Court of the Republic of Croatia, U-III-2490/2008 of 9 October 2008, Official Gazette, no. 127/08.