**[2](http://www.uaos.unios.hr/wp-content/uploads/2019/09/Call-for-Papers-Persons-with-Disabilities-in-Arts-Science-and-Education-1-1.pdf)[nd](http://www.uaos.unios.hr/wp-content/uploads/2019/09/Call-for-Papers-Persons-with-Disabilities-in-Arts-Science-and-Education-1-1.pdf) [International Artistic and Scientific Conference](http://www.uaos.unios.hr/wp-content/uploads/2019/09/Call-for-Papers-Persons-with-Disabilities-in-Arts-Science-and-Education-1-1.pdf)** **Persons with Disabilities in Arts, Science and Education**

/Osijek, 2nd and 3rd December 2021/

**PAPER GUIDELINES**

**The paper should contain:**

* The paper should be written in Croatian or English, using Roman alphabet. The submitted paper with all supplements and references should not exceed 10 standard pages (1 standard page = 1,800 characters including spaces), letter-quality type Times New Roman, font size 12pt, alignment justified, 1.5 spacing, with one-line space between paragraphs, margins all 3 cm
* First page should contain:
* PAPER TITLE (uppercase, Times New Roman, font size 14, bold, 1.5 spacing, centre alignment)
* First and last name of the author above the title (Times New Roman, font size 12, 1.5. spacing) with a footnote indicating the name of the institution in which he/she works and the electronic address.
* Abstract in Croatian and English (*Times New Roman, Italic, font size 11 and 1.5 spacing*) should contain approximately 300 words and the following structure: aims of the paper, methodology, main results and conclusions to be described in the full paper.
* Key words in Croatian and English (*Times New Roman, Italic, font size 11 and 1.5 spacing*), listed in alphabetical order, up to 5 key words, which are scientifically referenced for the elaborated issue.
* The final paper should be divided into sections with highlighted subtitles
  + Figures, charts, images and illustrations are to be inserted in their proper location in the text, but also sent in the original document (for example in .bmp, .jpg, .gif, .tif, .xlsx etc. format).
  + The text in tables should be font size 10, single spacing. Tables, figures, charts, images and illustrations should be black and white with centre alignment, high quality and incorporated in the text. The title should have caption and numeration **above** the table and **under** the chart/image/illustration (e.g. Figure 1. *The levels of Affective Area of Teaching*)
  + **Footnotes** should be used solely for comments or necessary supplements for the text. Times New Roman 10, alignment justified.

**References**

* The abstract and keywords in Croatian are placed at the beginning of the paper, while the paper title, abstract and keywords in English are put on the end of the paper, after the references.

**Citation instructions**

* The quotation must be labelled with the supposed characters (“quote”).
* After a quotation, the author’s last name, publishing year and the page number should be placed in brackets (e.g. Rojko, 2002, 23).
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* If there are two authors, both should be stated (Stoll and Fink, 2000); if there are three authors, for the first time all three should be stated, and later the first author and associates (Findak et. all, 1986). If there are more than three, always mention the first and associates. All authors are always listed in the References.
* When referring to multiple sources within the text, the sources are quoted chronologically in a way that the last published work comes first (Furlan, 1984; Markovac, 1973).
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* Shorter quotations (up to three rows) are integrated in the text while longer ones (four and more rows) should be separated from the rest of the text, left indent, font size 10.

**Citing sources in the reference list:**

* **Only the sources mentioned in the text are listed** **in the references** at the end of the paper, in alphabetical order by authors' last names**.**
* If several sources by the same author are used, then they should be listed chronologically starting with the most recent one, and if several sources by one author published in the same year are used, the first one is marked (2015a), the second (2015b), etc.

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Gudjons, H. (1994). *Pedagogija: temeljna znanja.* Zagreb: Educa.

**Book which was prepared or edited**

Last name, first name initials. (Prep.) (Year). *Book title*. Publication place: Publisher.

Šicel, M. (Prep.) (2001). *Antologija hrvatske kratke priče.* Zagreb: Disput.

Last name, first name initials. (Ed.) (Year). *Book title*. Publication place: Publisher.

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

**Journal articles**

Last name, first name initials. (Year). Article title. *Journal name,* number and volume, pages of the article

Rojko, P. (2006). Glazbena nastava u općeobrazovnim školama u Europi. *Tonovi,* 48, 5-22.

**Articles in edited volumes and proceedings**

Last name, first name initials. (Year). Article title in conference proceedings/edited book/monograph. In: edited (Ed.), *Conference proceedings/edited book/monograph title* (pages of the article from-to)*.* PublicationPlace: Publisher.

Sekulić-Majurec, A. (2007). Uloga sudionika odgojno-obrazovnog procesa u stvaranju,  
provedbi i vrednovanju kurikuluma. In: V. Previšić (Ed.), *Kurikulum – teorije, metodologija, sadržaj, struktura* (pp. 351-383). Zagreb: Školska knjiga.

Bašić, S. (2011). (Nova) slika djeteta u pedagogiji djetinjstva. In: D. Maleš (Ed.), *Nove paradigme ranoga odgoja* (pp. 19-37). Zagreb: Filozofski fakultet Sveučilišta u Zagrebu.

**PhD, master and graduate papers**

Last name, first name initials. (Year). *Title*. Unpublished PhD/master/graduate paper. Publication Place: Publisher.

Szabo, S. (1971). *Neki metodološki problemi Stevensove psihofizike*. Unpublished master's thesis. Zagreb: Odsjek za psihologiju Filozofskog fakulteta u Zagrebu.

**For online available papers** after basic references (title, author’s name etc.), the source should be stated (http://) as well as the access date.

Sinković, G. and Bevanda, V. (2007). Standardi za informacijsko-komunikacijsku tehnologiju. *Informatologia*, 40(4). URL**:** http://hrcak.srce.hr/search/?q=standardi+za+informacijsko (accessed: 16th March 2007)

Dynamic action plan (2005). URL: http://www.minervaeurope.org/publications/dap/dap.pdf (accessed: 20th November 2005)

Holland, M. (1996). *Harvard System.* Poole: Bournemouth University. URL: http://www.bournemouth.ac.uk/service-depts/lis/LIS\_Pub/harvardsyst.html (accessed: 6th December 2006)

**Documents, reports and other institutional publications**

Institutional or group author. (Year). *Document or report title*. Publication place: Publisher.

Ministry of Science and Education of the Republic of Croatia(2019). *The Regulations on Methods, Procedures and Elements of Student Evaluation in Primary and Secondary Schools*. Zagreb: Ministry of Science and Education of the Republic of Croatia.

**Legislation, regulations, bylaws, case – law and arbitration procedures**

Law publication title (publishing year) *Law title: subtitle.* Publication place: Publisher, volume number/year (number), pages from – to.

Narodne novine (1992) *Zakon o visokim učilištima.* Zagreb: Narodne novine d.d., 49 (1), pp 2142-2159.

Institution name, subject number, date and source.

Ustavni sud Republike Hrvatske, br. Už-2438/57 from 18th May 1957

Ustavni sud Republike Hrvatske, U-III-2490/2008 from 9th October 2008, Narodne novine, No 127/08

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