

## ARTICLE GUIDELINES

*short version*

**Article title:** Times New Roman; 14 pt; bold; alignment centered; single-line spacing; All Caps (max. 100 characters with spaces).

**Author name and title:** Times New Roman; **bold**; 14 pt; single-line spacing; alignment centered.

**Affiliation and E-mail address:** Times New Roman; *italic*; 12 pt; single-line spacing; alignment centered.

**Abstract and keywords:** Between 100 and 150 words (5-7 keywords); Times New Roman; 12 pt; single-line spacing; justify.

**Article text:** Times New Roman; 12 pt; justify; 1.5 line spacing; margins: Top: 2,5 cm; Bottom: 2,5 cm; Left: 3 cm; Right: 3 cm. The scope of submitted text should not exceed more than 30.000 characters (with spaces) including references. Text should be written in neuter gender, concisely and in correct orthography. Latin phrases should be set in *italics*.

**Quotations:** If they are brief (3 lines or fewer), quotations should be run on with the text. Longer quotations should be indented, without quotation marks. All indented quotations should be typed single-spaced.

**Citation style:** The author should follow Chicago Style (author-date system) for referencing, for example: (Dahl 1989, 45); (Geddes 1999, 134-43); (Linz 1975). All references should be given in full at first mention. Subsequent citations can be abbreviated. Footnotes should be kept to a minimum.

**Headings and subheadings:** Times New Roman; 12 pt; bold.

**Table:** Times New Roman; bold; size 10; align heading left; single line spacing. Tables must be created in Word, not Excel. Table heading is situated above the table.

**Figures:** Times New Roman; bold; size 10; alignment centered; single line spacing. The authors must submit original electronic copies of the figures applied in the article in TIFF, JPG or PNG format. Figure heading is situated under the figure. Consider to align tables and figures at the centre.

**Dates:** Dates should be given in the form: 30 December 2013.