

## INSTRUCTIONS FOR ARTICLE PREPARATION

The article should be written in English or French in the form of scientific paper.

The article should contain the following elements:

- Article's main title,
- Author's first and last names,
- Author's education and title,
- Author's mail address,
- Author's e-mail address,
- Abstract (up to 800 characters including spaces),
- Key words,
- Article (up to 30.000 characters including spaces),
- Summary (up to 8.000 characters including spaces).

The article should be written in Times New Roman 12, with 1.5 spacing.

The titles of chapters and subchapters in the article should be marked with ordinal numbers (for example, 1 Introduction, 1.1 Methodology, 1.2 Terminology). The division of an article into chapters is obligatory, however authors should use subchapters sparingly. It is recommended that the article include Introduction, Methodology and Conclusion chapters.

When referencing from source material, authors should use the Harvard referencing style (the author's last name and the year), separate individual sources with semicolons, order the references according to year, and separate the page information from the author's name and year information with a comma, for example (Drozg 1995, 33) or (Belec and Kert 1973, 45; Bračič 1975, 15 and 16).

All tables in the article should be numbered uniformly and have their own titles. All illustrative material (photographs, maps, graphs, etc.) in the article should also be numbered uniformly and have their own titles. In the case of graphic illustrations for which the authors do not have the copyright, the authors must acquire permission to publish from the copyright owner. Authors must include the author's name together with the title of the illustration.

The digital file should be unformatted, except for text written in bold and italic form. The entire text should be written in lowercase (except for uppercase initial letters, of course) without unnecessary abbreviations and contractions. Authors should submit photographs and other graphic materials in a form suitable for scanning or in digital raster form with a resolution of 300 dpi, preferably in TIFF or JPG format. If authors cannot deliver articles or graphic supplements prepared using the specified programs, they should consult the editor beforehand.

The articles will be reviewed by native speakers of English or French, therefore they should be written in linguistically correct English/French.

Authors shall receive one (1) free copy of the publication.

Authors should submit the articles to the editor **no later than 1<sup>st</sup> October 2009** to the e-mail address: [igu2009@uni-mb.si](mailto:igu2009@uni-mb.si).

Articles arriving later than 1<sup>st</sup> October 2009 will be published on a CD without the international review.

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