

INSTRUCTION TO AUTHORS

Proceedings of Matica srpska for History

The manuscript intended for publication in the *Proceedings of Matica Srpska for History* should be sent to the Editorial Board to either **vnikolic@maticasrpska.org.rs** or **zmsi@maticasrpska.org.rs**

Editorial assistant will send to the author an electronic form of the *Statement* that the paper is not (or will not be) published or offered to another journal or publisher. The manuscript can also be sent by regular mail to: Vladimir Nikolić, Matica Srpska, Proceedings of Matica srpska for History, Matice srpske 1, Novi Sad 21000 (you can also contact the editorial assistant at the phone numbers +381 62 856 39 15 and +381 21 66 15 798).

Manuscript in the Serbian language should be written in Cyrillic script using Microsoft Word (including an abstract in Serbian and a summary in English, images, tables, and other supplements). The size of the manuscript should not exceed 3 author's sheets (one author's sheet contains 16 pages/28 lines with 66 characters per line per page).

The main text should be written with regard to the following requirements – font: *Times New Roman*; spacing: *1.5*; font size: *12*. First-line indent: 1.25 cm.

ABSTRACT AND SUMMARY

The abstract at the beginning of the paper should be in the Serbian language or the language of the paper. The abstract should reflect the essence of the paper. Specifically, it should provide some basic information on the objective and the theme of the paper, as well as on the methodology and approach to the research. The abstract should be between 10 and 15 lines (700–1,100 characters in total). The abstract is accompanied by keywords (4–6).

At the end of the paper, a summary in a foreign language should be given. This should be an extended summary, so in addition to the objective and the theme of the paper, the methodology and the research approach, it should contain the results as well as the original contribution of the paper. The summary should also be accompanied by the keywords from the abstract. The summary should be between 15 and 25 lines (1,100–1,800 characters in total). Beside the summary submitted in English or some other world language, its Serbian translation should also be provided.

ILLUSTRATIONS

Illustrations (photos, images, maps, graphs, charts, etc.) should be annotated (the author of the photo, or the source of the photo, map or chart should be indicated). The author should mark the place of the illustration in the text.

BIOBIBLIOGRAPHY

The author should also submit a short biobibliography (not longer than 10 lines; similar to the ones from the previous issues of the *Proceedings of Matica Srpska for History*, available on the Matica Srpska website <http://www.maticasrpska.org.rs/category/katalog-izdanja/naucni-casopisi/zbornik-matice-srpske-za-istoriju/>)

REFERENCES

References should be indicated within the text by a footnote. References are not listed at the end of the paper.

1. Books are referenced as follows: the first time the reference occurs – author's name and surname, book title italicized, volume and number (Roman and Arabic numbers), place of publication in small caps, publication year. There is no comma after the place of publication. Pages are listed without extensions (e.g. p., pp.). If the name of the publisher is given, it is written in small caps, usually before the place of publication. The name of the publisher is not mandatory, but it is desirable. If the book has multiple editions, the number of edition can be specified using superscript number on the right side of the publication year, e.g. 2001⁴. If referring to the footnote, after the page number, the abbreviation "ref." is written. If there are several places of publication, they are separated by a dash. Regarding a book in which the sources are published, the name of the person who prepared it must be stated, after the title or after the title in brackets.
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10. If the same work, and the same page, is referred to in the immediately following footnote, then "ibid." should be used. If the same work, but different page, is referred to in the immediately following footnote, then "ibid." should be used followed by page number and full stop.
11. Latin and other foreign words should be italicized.
12. Foreign names should be transcribed (transcription into Serbian according to the *Правоиис ср̄иско̄а језика* (Serbian Language Orthography) published by the Matica Srpska), and when referred to for the first time the original form of the name should be given in the brackets.
13. For "compare" the abbreviation "cf." should be used.

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