



Humanities and Social Sciences at the Crossroads

Tuzla, 27-28 April, 2018.

INSTRUCTIONS ON THE FORMATTING OF THE PAPERS

The papers should be submitted in electronic format, as an MS Word document. Should the papers not meet the formatting requirements as presented in the instructions, they will not be submitted to review nor will they be published.

“The Journal of Humanities and Social Studies (DHS)” is a journal of the Faculty of Humanities and Social Sciences of the University of Tuzla. It publishes research on both the fields of social sciences and the humanities. The papers may not exceed 30,000 characters, not including the spaces. Only previously unpublished papers which receive two positive reviews will be published. The papers will be categorized. The Journal will not be providing payment of an author’s fee; therefore, by submitting their papers, authors are denouncing payment for their original writing and consenting to the publishing of their abstracts and/or the paper itself on the Journal’s website or other databases that might include the Journal.

The Journal is released annually and is free of charge.

Papers should be sent via e-mail to the following address: konferencija.ff@gmail.com by May 15, 2018.

They are to meet the standard A4 format (Times New Roman, a 12 pt font, 1.5-spaced throughout). Footnotes ought to be at the bottom of the page. The manuscript is to be aligned and numbered as follows: Page 0: the title and subtitle of the paper, name of the author(s), affiliation, address of the affiliation and the author’s e-mail; authors who are unemployed are to name their place of residence and e-mail address;

Page 1: the title, subtitle, key words, and a summary in the original language (pertaining to discussions and articles);

Page 2 and continuing: the body of the paper.

If the paper is in Bosnian, the English translation of the title and the abstract should be placed at the end. If the paper is in English, the Bosnian translation of the title and the abstract should be placed at the end.

The references should begin on a next page. At the end of the paper all additional materials that could not be included in the text should be included (Illustrations, Tables, Pictures etc.).

If the paper is divided into sections there should be only three levels of sectioning. The levels should be numbered serially by Arabian numerals (1. / 1.1. / 1.1.1.) and for different levels diverse types of letters should be used:

1. In bold (Times New Roman)

1.1. The number in bold, the title in bold italics (Times New Roman)

1.1.1. The number in normal, the title in italics (Times New Roman)

Before the next section with the title, there should be two empty lines, while between the title

and section there should be one empty line. All the examples in the text should be written in italics.

The information on the author of the quotations should be put in parenthesis and they should consist of the last name of the author and the year of publication, as well as the page number preceded by colon and space, for example: (Matthews 1982: 23). If the page number is not significant only the last name of the author and the year of publication should be stated (Matthews 1982).

Shorter quotations begin and end with quotation marks, while longer quotations will be put into blocks – separated by an empty line from the preceding text, indented, without quotation marks, in italics and with a 10 point font size.

When the paper contains examples that normally do not fit into the sentence, they are marked by Arabian numerals in parenthesis and separated from the main text using an empty line.

If the examples need to be grouped, this can be done by using numbers and lowercase letters, e.g. (1), (1a) and (1b), (1c), etc. The Bibliography should be on a separate page, titled Bibliography, where the sources should be listed. This should be done in an alphabetical order, according to the author's surname.

Each bibliographic unit needs to be separated from the other, and each subsequent line within one bibliographic unit ought to be indented. There should be no line spacing between bibliographic units. Works by the same author are to be listed chronologically - from earlier works onward.

If there are several works by one author, all published in one year, they are written in lowercase letters, e.g.: 2010a, 2010b, 2010c, etc.

Should more than one article from a book be cited, then the book needs to be cited as a separate bibliographic unit under the name of the editor, while the entries for particular articles need to refer to the complete book. The names of the authors in the Bibliography should be given in full. Each bibliographic unit must contain all of the following elements, occur in the given order and following the punctuation guidelines:

- the surname of the first author, name, first name and surname of co-authors (separated by a comma from the co-authors);
- year of publication in parenthesis, followed by a comma;
- the title and subtitle of the work, separated by a colon;
- journal articles need to be followed by the name of the journal, year of publication and volume number, followed by a comma after which the first and last page number of the article is given;
- for articles published in books, the surname and the name of the editor is listed, followed by a comma and the abbreviation ed., followed by the title of the book, and by the page numbers of the article, i.e. the first and last page;
- with books and monographs, where appropriate, the year of release is named, volume and the volume number (if needed), publisher, place of publication;

- if a source has two or more publishers, then a semicolon is inserted between the publishers;
- the titles of books and journals should be written in italics;
- titles of journal articles or conference proceedings should be in quotation marks.

Examples: Škaljić, Abdulah (1989), *Turcizmi u srpskohrvatskom jeziku*, 6. izdanje, Svjetlost, Sarajevo
O'Grady, William, Michael Dobrovolsky, Mark Aronoff (1993), *Contemporary Linguistics: An Introduction*, Second Edition, St. Martin's Press, New York

Tošović, Branko, Arno Wonisch, ur. (2009), *Bošnjački pogledi na odnose između bosanskog, hrvatskog i srpskog jezika*, Institut für Slawistik der Karl-Franzens-Universität Graz, Graz; Institut za jezik Sarajevo, Sarajevo

Šator, Muhamed (2008), "Jezička politika u vrijeme Austro-Ugarske", *Bosanski jezik* 5, 103–131.

Vajzović, Hanka (2005), "Alhamijado književnost", u: Svein Monnesland, ur., *Jezik u Bosni i Hercegovini*, 175–215, Institut za jezik u Sarajevu, Sarajevo; Institut za istočnoevropske i orijentalne studije, Oslo