

# **S** *Studia* **H** *Historica* **S** *Slovenica*

## ***Editor's Instruction to Authors***

1. ***Studia Historica Slovenica (SHS)*** is a periodical scientific publication published by the Historical association of Dr. Franc Kovačič and ZRI Dr. Franc Kovačič, Maribor, Slovenia. The publication publishes historical articles and other humanistic and sociological articles that adjoin historical science.
2. ***Studia Historica Slovenica*** is issued in three volumes a year. The first two volumes publish articles in Slovene language – with summaries in English, German, Italian, French or Russian language and abstracts in English. The third volume is also a foreign language volume, which is intended for publishing articles written by local and foreign authors in one of the world languages – with summaries and abstracts in Slovene language.
3. **An article** (edited in Microsoft *Word for Windows*) **must include at least 24 pages with 30 rows per page** (app. 55.000–60.000 characters (no spaces)) and **can include up to 40 pages with 30 rows per page** (app. 100.000 characters (no spaces)). It must be written in the Times New Roman font, size 12 pt, with a spacing of 1,5 (footnote in the Times New Roman font, size 10 pt, with a spacing of 1). The authors should ensure that their contributions meet acceptable standards of language.

The article must be sent **by e-mail:**

**e-mail:** shs.urednistvo@gmail.com; darko.fris@gmail.com

4. **The author** must submit the following data: name and surname, academic title, occupation, institution of occupation, its address, and e-mail. By submitting the article, the author ensures that the article has not yet been published and undertakes not to publish it elsewhere.
5. **Picture material** must be in the form of a digital copy (each picture separately) or in one of the following digital formats: JPG, TIF or PDF, provided with **a subtitle and an indication of the source.**

# S H S

# Studia Historica Slovenica

6. Delivered article must be equipped with: a **summary** (60–75 lines), an **abstract** (6–10 lines) and **key words**. English or German translations of the abstract, summary, and keywords are also required.

**The summary** must be understandable by itself, without reading the article as a whole. In writing whole sentences must be used, less known abbreviations and shortenings should be avoided. Summary must contain the author's primary goal and the purpose of the article, the reason why it was written and the description of research techniques (primary methodological principles).

**Key words** must reflect the content of the article and must be adequate to classification (UDK).

**The abstract** must present the purpose of the article, its main characteristics and the methodology of research work as well as the most significant results and conclusions.

7. **The text** of the article must be clear and intelligibly structured (chapter titles, sub-chapters) for the purpose of clear recognition of article's aim, work methods, results and conclusions.

Notes must be uniquely formed as **footnotes**, which can be contextual (author's comment) and bibliographical (source quotation, quoted literature).

- a. On first quotation, a **bibliographical footnote** must contain an entire title or location: author's name and surname, title (review or miscellany title when published in it), place and date of issue, pages etc.:

Example – **monograph**: Jože Mlinarič, *Studeniški dominikanski samostan: ok. 1245–1782* (Celje, 2005), p. FROM–TO;

Example – **scholarly article**: Darko Friš, "Banovinska konferenca Jugoslovanske nacionalne stranke leta 1937 v Ljubljani", *Zgodovinski časopis* 59, No. 1–2 (2005), p. FROM–TO;

Example – **newspaper article**: (author), "Volitve v mariborski mestni zastop", *Slovenski gospodar*, 27. 11. 1873, No. 48, p. FROM–TO;

Example – **miscellany**: Vasilij Melik, "Vprašanje regij v naši preteklosti", in: *Regionalni vidiki slovenske zgodovine: zbornik referatov XXXI. zborovanja slovenskih zgodovinarjev*, ed. Peter Štih and Bojan Balkovec (Ljubljana, 2004), p. FROM–TO;

# S H S

# Studia Historica Slovenica

Example – **website**: *Zürcher Wappenrolle – e.codices*, <http://www.e-codices.unifr.ch/de/list/one/snm/AG002760>, accessed: 14. 1. 2019

On following quotations with the same reference logical shortenings are used

(hereinafter: Mlinarič, *Studeniški dominikanski samostan*, p. FROM–TO).  
(hereinafter: Friš, "Banovinska konferenca Jugoslovanske nacionalne stranke", p. FROM–TO).

- b.** While quoting **archival sources**, the archive must be stated: archive (whole name on first quotation, on following quotations use a shortening in brackets), name of fond or collection (signature, if given), number of fascicle (box) and archival unit, address of quote document.

Example: Pokrajinski arhiv Maribor (PAM), fond Pavel Turner, box 7, letter of Davorin Trstenjak to Pavel Turner from Stari Trg, 7. 12. 1889.

- 8.** An **alphabetical list of SOURCES and LITERATURE** should be added **at the end of the article** (example):

SOURCES (separately: primary sources, published sources, newspapers and internet sources)

**PAM – Pokrajinski arhiv Maribor**, fond Pavel Turner, AŠ 7.

**Perovšek, Jurij**, *Programi političnih strank, organizacij in združenj na Slovenskem v času Kraljevine SHS (1918–1929)*, Viri 13 (Ljubljana, 1998).

**Slovenski gospodar** – Maribor, years 1873–1888.

**Zürcher Wappenrolle – e.codices**, <http://www.e-codices.unifr.ch/de/list/one/snm/AG002760>, accessed: 14. 1. 2019.

#### LITERATURE

**Friš, Darko**, "Banovinska konferenca Jugoslovanske nacionalne stranke leta 1937 v Ljubljani", *Zgodovinski časopis* 59, št. 1–2 (2005), p. FROM–TO.

**Melik, Vasilij**, "Vprašanje regij v naši preteklosti", v: *Regionalni vidiki slovenske zgodovine : zbornik referatov XXXI. zborovanja slovenskih zgodovinarjev*, ur. Peter Štih in Bojan Balkovec (Ljubljana, 2004), p. FROM–TO.

**Mlinarič, Jože**, *Studeniški dominikanski samostan: ok. 1245–1782* (Celje, 2005).

# **S** *tudia* **H** *istorica* **S** *lovenica*

9. Articles are reviewed; **reviews** are anonymous. An article is placed for publishing on the basis of reviewer's positive view.
10. **Author is responsible** for the article's scientific content and accuracy of data.
11. The authors should ensure that their contributions meet acceptable standards of language. The Editorial Board reserves its right to further edit the articles. The Editorial board sends **the first correction back** to the author, who has to return it in three days; enlargement of text while correcting is not permitted. While correcting corrective signs, as stated in the orthography, must be used. The editorial board performs the **second correction**.

Additional explanations are available with the Editorial Board.

**Editorial board of SHS**