

## The Scientific Journals of the Learned Society of Ostrołęka – publishing requirements

1. The articles should be submitted both in electronic and paper version, either in Polish or in English. To improve efficiency of the editing procedure, we strongly recommend strict adherence to the following conditions:
  - The submitted article should include a detailed Author(s)' affiliation;
  - The length of the article should not exceed 15 A4 pages;
  - The Author(s)' name – font size 12,
  - The name of the institution – font size 12;
  - The article's title in Polish and English – font size 14 (bold); subtitles – font size 12 (bold);
  - The article should also include the key words (3-5) and an abstract (up to 15 lines) in both language versions – font 11;
  - The main body of the article should be written in font type Times New Roman CE – size 12,
  - The line spacing – 1,5,
  - If the article includes tables (preferably created in Word or Excel) or drawings (in CorelDraw, Excel, Word), the source files should be included,
  - The tables and drawings need to be properly numbered and have the titles and sources listed,
  - When writing formulas, only MS WORD equation editor must be used;
  - The preferred picture format is TIFF, JPG (resolution at least 300 dpi),
  - In case of research papers, the layout should fit in the following pattern: introduction (alternatively, the main objective), description of the reference materials and the methods applied, an account of the Author's own research work (presenting its results), a conclusion (summary), and the references;
2. The references are listed in the footnotes which must be continuously numbered throughout the entire article with Arabic numbers in top index, i.e.<sup>(2)</sup>.
3. The references cited in the text should include: the name initial and the full surname of the author, the title, the place and year of publication, the page number; in case of collective work, the title of the reference, the name initial and the full surname of the editor the place and year of publication; similarly, in case of work which is a part of a bigger publication – its title, first name initial and full surname of its editor. The internet sources and legal acts should also be listed in the footnotes.
4. The complete bibliography put at the end of the article in alphabetical order should include: the author(s)' surname and name initial, the year of publication, the title (in italics), the publisher and the place of publication, as shown in the examples:
  - **books:** Gołota J. 2000. *Ostrołęka miasto i powiat w okresie międzywojennym*. Wydawnictwo OTN im. A. Chętnika, Ostrołęka.
  - **collective works:** Bednarek T. (red.) 2001. *Dowód osmologiczny. Aspekty kryminalistyczne i procesowe*. Wydawnictwo CLK KGP, Warszawa.
  - **periodicals:** Rosak M., Pękała M. 2007. *Obszary niepewności w procesie wizualizacji śladów linii papilarnych w ujęciu statystycznym*. Wydawnictwo CLK KGP Warszawa, Problemy Kryminalistyki nr 258.
  - **Internet websites:** www.ostroleka.pl. 1.10.2006 r.
  - **legal acts:** Ustawa z dnia 27 lipca 2002 r. o zmianie ustawy o szkolnictwie wyższym oraz ustawy o wyższych szkołach zawodowych. Dz.U. z 2002 r. Nr 150, poz. 1239.

### ATTENTION:

- *the articles which do not follow the specified requirements will be returned to the Author.*