

Guidelines for authors

Authors are obliged to follow the instructions:

1. The text should be written in WORD (97-) format with either *.doc or *.rtf extension, with the preferred length of 40 000 characters. All the special fonts eg. Greek or Hebrew, should be sent by the authors.
2. Font: Times New Roman 12 points.
3. Line spacing: 1,5.
4. Each article should include: abstract (in Polish and English), keywords (in Polish and English), introduction, chapters and/or subsections, conclusion, bibliography:
 - abstract should consist of 200–250 words (about 600 characters) and summarize the main points of the article;
 - key words should not consist of the words used in the title of the article (min 3 max 6 words);
 - bibliography at the end of the article, alphabetically, including surnames.
5. Information of the funding sources (at the beginning of the article, in the first footnote).
6. Neither **bold** nor underline should be used to highlight the words; expanded only.
7. Block quotation (5 lines or more) – font: 11 points, line spacing: 1, paragraph indent on the left.
8. Footnotes:
 - a) text notes and bibliographical notes - Times New Roman 10 points with superscript reference
 - b) Latin abbreviations: *ibidem*, *idem*, *eadem*, *op. cit.*, *passim*;
 - c) footnotes – examples:

Literature:

Books

– by one author

1. Michael Pollan, *The Omnivore's Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99–100.

2. Pollan, *Omnivore's Dilemma*, 3.

Pollan, Michael. 2006. *The Omnivore's Dilemma: A Natural History of Four Meals*. New York: Penguin.

– by two or more authors

1. Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941–1945* (New York: Knopf, 2007), 52.

2. Ward and Burns, *War*, 59–61.

Ward, Geoffrey C., and Ken Burns. 2007. *The War: An Intimate History, 1941–1945*. New York: Knopf.

– by four or more authors

footnote: only first surname with 'et al.' indication, full list of authors in bibliography

1. Dana Barnes et al., *Plastics: Essays on American Corporate Ascendance in the 1960s* (London: Routledge, 1982), 19.

2. Barnes et al., *Plastics* . . .

Barnes, Dana, Moe Howard, Curly Howard, and Larry Fine. 1982. *Plastics: Essays on American Corporate Ascendance in the 1960s*. London: Routledge.

– review, translation or compilation (instead of the author)

1. Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92.

2. Lattimore, *Iliad*, 24.

Lattimore, Richmond, trans. 1951. *The Iliad of Homer*. Chicago: University of Chicago Press.

– review, translation or compilation (including the author)

1. Gabriel García Márquez, *Love in the Time of Cholera*, trans. Edith Grossman (London: Cape, 1988), 242–55.

2. García Márquez, *Cholera*, 33.

García Márquez, Gabriel. 1988. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape.

– chapter or any other part of a book

1. John D. Kelly, "Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War," in *Anthropology and Global Counterinsurgency*, ed. John D. Kelly et al. (Chicago: University of Chicago Press, 2010), 77.

2. Kelly, "Seeing Red," 81–82.

Kelly, John D. 2010. "Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War." In *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press.

– chapter that was originally published elsewhere

1. Quintus Tullius Cicero, "Handbook on Canvassing for the Consulship," in *Rome: Late Republic and Principate*, ed. Walter Emil Kaegi Jr. and Peter White, vol. 2 of *University of Chicago Readings in Western Civilization*, ed. John Boyer and Julius Kirshner (Chicago: University of Chicago Press, 1986), 35.

2. Cicero, "Canvassing for the Consulship," 35.

Cicero, Quintus Tullius. 1986. "Handbook on Canvassing for the Consulship." In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of *University of Chicago Readings in Western Civilization*, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of Chicago Press. Originally published: Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908).

– introduction, preface to a book

1. James Rieger, introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley (Chicago: University of Chicago Press, 1982), xx–xxi.

2. Rieger, introduction, xxxiii.

Rieger, James. 1982. Introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press.

– E-books

1. Jane Austen, *Pride and Prejudice* (New York: Penguin Classics, 2007), Kindle edition.

2. Philip B. Kurland and Ralph Lerner, eds., *The Founders' Constitution* (Chicago: University of Chicago Press, 1987), website address and the date of downloading: February 28, 2010, <http://press-pubs.uchicago.edu/founders/>.

3. Austen, *Pride and Prejudice*.

4. Kurland and Lerner, *Founder's Constitution*, chap. 10, doc. 19.

Austen, Jane. 2007. *Pride and Prejudice*. New York: Penguin Classics. Kindle edition.

Kurland, Philip B., and Ralph Lerner, eds. 1987. *The Founders' Constitution*. Chicago: University of Chicago Press. Access: February 28, 2010. <http://press-pubs.uchicago.edu/founders/>.

Journal article

– printed article

1. Joshua I. Weinstein, “The Market in Plato’s Republic,” *Classical Philology* 104 (2009): 440.
2. Weinstein, “Plato’s Republic,” 452–53.
Weinstein, Joshua I. 2009. “The Market in Plato’s Republic.” *Classical Philology* 104: 439–58.

– online article

Each article should have a DOI number (Digital Object Identifier); if not, website address is required

1. Gueorgi Kossinets and Duncan J. Watts, 2009. “Origins of Homophily in an Evolving Social Network,” *American Journal of Sociology* 115: 411, access: February 28, 2010, doi:10.1086/599247.
2. Kossinets and Watts, “Origins of Homophily,” 439.
Kossinets, Gueorgi, and Duncan J. Watts. 2009. “Origins of Homophily in an Evolving Social Network.” *American Journal of Sociology* 115: 405–50. access: February 28, 2010. doi:10.1086/599247.

Books reviews

1. David Kamp, “Deconstructing Dinner,” review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan, *New York Times*, April 23, 2006, Sunday Book Review, <http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.
2. Kamp, “Deconstructing Dinner.”
Kamp, David. “Deconstructing Dinner.” Review of *The Omnivore’s Dilemma: A Natural History of Four Meals*, by Michael Pollan. *New York Times*, April 23, 2006, Sunday Book Review. <http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.

Other guidelines can be found on:

http://www.chicagomanualofstyle.org/tools_citationguide.html

<http://www.myunion.edu/Library/HelpCenter/BibliographyCitation/ChicagoCitations.aspx>

9. Neither word breaker nor additional text formatting is required.
10. Pictures and photographs should be attached as separate files and saved in .tif .jpg or .cdr format of the highest possible resolution (min. 300 dpi). They should be numbered according to their order of appearance in the text, relevant references to the pictures and figures should be made in the text.

11. Charts in Corel Draw or Microsoft Excel.
12. All tables, charts and pictures should consist of the number, title, source or reference.
13. Tables, charts or pictures from the Internet cannot be used.
14. If the manuscript contains material (data, information, tables, charts or pictures) that is the intellectual property and copyright of any person(s) other than the Author(s), then permission of the copyright owner(s) to publish that material is required.
15. Note about Author should include degree, affiliation, publications, field of interest and e-mail address.
16. Authors Declaration Form should be signed and either sent or scanned with the manuscript.
17. When the manuscript is approved by the Editorial, authors should print, sign and sent back the publishing contract http://www.wydawnictwoumk.pl/zasoby/_File/pdfy/Umowa_z_autorem_artykulu_-_czasopismo_2013.pdf

