



StES

STUDENTS ENCOUNTERING SCIENCE

XIII INTERNATIONAL SCIENTIFIC ACADEMIC MEETING STUDENTS ENCOUNTERING SCIENCE // e-mail: stes@unibl.org // web: stes.unibl.org

GUIDE FOR WRITING ABSTRACTS (SENT VIA EMAIL)

Language: any of the official languages of Bosnia and Herzegovina (Latin Alphabet) and English language.

- **Font:** Calibri (Body), size 9 pt.
- **Format:** A4 page (Page layout – Size – A4), margins normal (Page layout – Margins – Normal).
- **Spacing:** single (Paragraph – Line spacing – Single), no spaces before or after paragraph (Paragraph – Spacing – before/after= 0 pt)
- **Alignment:** left, except for the titles, which should be centered.
- **Word count:** 300 words, keywords not included (Review – Proofing – Word Count).

Please pay attention to the following:

- All words and abbreviations in foreign languages (English, Latin, etc.) must be written in Latin alphabet and italicized, e.g. “*Streptococcus pneumoniae*”.
- Decimal numbers are written with a comma in the official languages of Bosnia and Herzegovina (e.g. 0,0005) and with a decimal point in English (e.g. 0.0005).

Abstract should contain the following information:

TITLE

(all capital letters, centered, bold, 12pt)

(blank line)

Author (Bold): lead author's first and last name (all capital letters). If there are more (co)authors, list them in the same line after the lead author's name

e-mail (Bold): address (not italicized; after typing it, press Space key to make a hyperlink)

Mentor (Bold): title (TA, Assist. Prof., Assoc. Prof.) – mentor's first and last name

Name of the institution where the research was conducted (department, clinic, institute...)

Name of the faculty _____, University of _____

(blank line)

Introduction (Bold): ...

Aim (Bold): ...

Material and Methods (Bold): ...

Results (Bold): ...

Conclusion (Bold): ...

Keywords (Bold) (separate keywords with a semi-colon " ; "): ...

(2 blank lines)

*blank lines and text in bold should be used only where instructed.

GUIDE FOR WRITING PAPERS

Papers include 6 parts: Introduction (where the aim of the paper is described), Materials and Methods, Results, Discussion, Conclusions and References. Titles of all parts should be written in all capital letters, bold and centered. Font is 12pt, no numeration. Text should be separated from the titles by a single blank line. Number of pages is not limited.

SI units, symbols and abbreviations can be used, but abbreviations only in case of long titles. Full names of papers should be used when mentioned for the first time, unless they contain standard units of measurement.

Figures, graphs and tables should be inserted **below** the reference list (one per page) and marked within the text (e.g. Image 1). Numbers and names should be written below figures, graphs and tables (e.g. Table 1 Clinical manifestations of syphilis). Tables, graphs and figures are numbered consecutively (1, 2, 3...).

In Introduction and Discussion the sources must be cited. The APA referencing style is used for Humanities. Vancouver citing and referencing style is used for all other fields. References are written in Arabic numerals in brackets. A number is allocated to a source in the order in which it is cited in the text. If the source is referred to again, the same number is used. In-text citation numbers should be placed after the relevant part of a sentence. Either square [] or curved brackets () can be used as long as it is consistent:

Example

“Cardiovascular diseases are the leading cause of mortality in most developed systems [1] and also a major cause of disability and increasing health care costs [2-5].“

Abbreviate page numbers where possible, e.g.: 123-29.

Sources in the reference list are cited in the following way:

- reference number, author's last name, author's initials (if the article has 1 to 6 authors, list all authors; if there are more than 6 authors, list the first 6 authors then add 'et al. '), article title, magazine name, year of publication, volume number, pages, and possibly DOI (Digital Object Identifier)

Example

[1] Petrovic P, Markovic M, Stefanovic S, Peric P, Nikolic N, Duka D, et al. Guide for writing papers, StES journal, 2018, 5, 62-68, doi:124.154523/125.56868.

Books and monographs are cited in the following way:

- author's last name, author's initials (year of publication): Book/monograph title. Edition number (if it is not the first edition). Name of publisher, place of publication.

Example

[2] Markovic, M. (2018): Citing and referencing. 3rd ed. University of Banja Luka. Banja Luka.