



ГЛАСНИК АДВОКАТСКЕ КОМОРЕ ВОЈВОДИНЕ
ЧАСОПИС ЗА ПРАВНУ ТЕОРИЈУ И ПРАКСУ

Република Србија • 21000 Нови Сад • Змај Јовина 20/1 • Телефон: 021/521-235
e-mail: akvojvodine@gmail.com • www.glasnik.edu.rs

GLASNIK – JOURNAL OF LEGAL THEORY AND PRACTICE
OF THE BAR ASSOCIATION OF VOJVODINA

Republic of Serbia • 21000 Novi Sad • Zmaj Jovina 20/I • Phone: 021/521-235
e-mail: akvojvodine@gmail.com • www.glasnik.edu.rs

GLASNIK OF THE BAR ASSOCIATION OF VOJVODINA

JOURNAL OF LEGAL THEORY AND PRACTICE

INSTRUCTIONS FOR AUTHORS REGARDING CITATION

I GENERAL RULES AND CONDITONS

Glasnik of the Bar Association of Vojvodina (hereinafter referred to as *Glasnik*) publishes articles from the field of legal theory and practice in part or in full. As a rule, every article is submitted in electronic form (Word file with .docx extension).

The papers should be submitted via the platform for electronic editing of the journal by the following URL: <http://aseestant.ceon.rs/index.php/gakv/user> or to the email address: akvojvodine@gmail.com.

Papers which are submitted via the platform for electronic editing of the journal are done in accordance with the technical instructions for the use of the system which are available on the webpage of the Glasnik of the Bar Association of Vojvodina (www.glasnik.edu.rs).

The editorial board retains the right to technical modifications of the paper in accordance with the rules on proofreading and editing.

II LENGTH, FORM AND OTHER RULES

Length of the text

The length of the paper is limited to one author's sheet, which is a text of 16 pages, with 28 lines per page and 66 characters per line. That makes up 30 000 characters with spacing. Titles, abstracts and references are not counted for the purposes of measuring the length.

When specifically justified by the significance of the article, the length of the text may be one and a half of an author's sheet.

In exceptional cases, a longer text may be allowed, by decision of the editorial board.

The text should be in the Times New Roman font and the font size should be 12. Line spacing is 1.5 on an A4 sized page.

Language and script

The scientific papers should be submitted in Serbian in the Cyrillic or Latin script, or in English, or in the languages which are in official use in Bosnia and Herzegovina, the Republic of Montenegro and the Republic of Croatia.

Papers are to be submitted in electronic form.

Papers submitted in Serbian, along with the abstract and key words in Serbian, must also contain the abstract and key words in English.

Authors

The full name of the author with their title, name and address of the institution where they are employed and other necessary affiliations, as well as the contact information of the author is not to be included in the article.

This information will be given to the editorial board depending on the manner in which the paper is submitted:

1. if the paper is submitted via the platform for electronic editing of the journal, the information will be given by filling out the form found there;
2. if the paper is submitted to the email address, this information needs to be included in the message to which the paper is attached.

Authors who have previously published scientific articles under different names have the right to designate the name or names under which they have previously published alongside their current name.

Title of the Article

The title should be written in capital letters in the centre of the page, using the Times New Roman font in bold, font size 14.

Abstract and summary

The abstract is a short, informative review of the article which allows the reader to quickly and accurately ascertain its relevance.

The abstract is written at the beginning of the paper, below the title and above the key words.

The abstract should include the basic problems, goal of the research, methods used and, if possible, a brief overview of the results and conclusions.

The abstract should have between 60 and 200 words and should be placed in between the header (title, name of the author and other) and the keywords, after which comes the text of the article.

The scientific paper must have an abstract in English and Serbian.

Authors which do not use Serbian may submit the paper without an abstract in Serbian and if the paper is approved for publishing, with the consent of the author, professional translation of the abstract will be provided by the editorial board.

For articles in English (when the original article is in Serbian), professional proofreading will be provided.

If the original language of the article is Serbian, an expanded version of the abstract may be provided in English – a summary.

A summary may be structured.

The length of the summary may be up to 1/10 of the article.

The summary is written at the end of the article, after the section Bibliography.

In accordance with article 26 of the Rules of Procedure with the Bylaws on Editing of the *Glasnik*, articles that are classified as “other contributions” do not need to have a summary or key words.

Key words

Key words are terms or phrases which best describe the content of the article for the purpose of indexing and performing searches.

The number of key words cannot be more than 10.

Key words must be in the same languages in which the abstracts are.

In the article they are placed right after the abstract or summary.

Subtitles

Subtitles are written in the centre of the page in capital letters, font size 12 and are numbered using Arabic numerals. In case the subtitle has multiple subsections, they are numbered using Arabic numerals, as in the following examples:

1.1. lower case regular letters, font size 12

1.1.1. lower case italicized letters, font size 11

Bibliography

After the text comes the section Bibliography, where the author lists all the sources used and referred to in the text, be it in the body of the text or footnotes.

Sources are listed in an alphabetical order, according to the last name of the author.

The author of the paper may group the sources according to type, e. g.: books and articles, legal regulations, international regulations and so forth.

Database

When it is specifically justified, scientific papers may be followed by a database.

A database is a repository of information classified and presented under a given system, meant for further scientific interpretation or practical use, or which serves as evidence or contributes to confirming or negating conclusions, thesis' or ideas which the paper deals with, and by its length and scope is such that it would not be valuable to include in the text itself.

The database is an addendum which is placed right after the article for which it is used.

Exceptionally, if the length of the database itself is longer than 16 pages, a shortened database can be listed in the addendum.

A shortened database is an announcement which states the type of data which is the subject of the database, the methodology and system used for classifying the data, as well as the list of data it refers to, with a necessary reference that all the information in full length is located in an electronic databank on a specified website.

An electronic database is a database in electronic form which the editorial board makes accessible on the same webpage where the electronic form of the journal is located.

The editorial board may decide to publish the electronic database in physical form, if it is in the interest of the scientific and professional community.

In the case of the previous point, the editorial board may decide to publish the database as part of an irregular or special issue of the journal.

In the process of submitting the paper, the electronic database is submitted as an addendum in electronic form with the article.

III CITATION RULES

Bibliography citation is done via footnotes in accordance with the rules given in the examples of citing bibliographical units.

When the author is inserting a quoted text into the paper that is two or more rows long, that text should be in a separate paragraph, with the entire text being indented in relation to the beginning of the rest of the text, by using the tab key.

- Under Article 153 of the Civil Procedure Law it is stated that:

“The losing party in litigation shall reimburse the costs of the other party (pg. 1). If a party is partially successful in litigation, the court may, in the view of the success achieved, order each party to bear its own costs, or that one party reimburses the other party a proportional amount of the costs (pg. 2)...“¹

Examples of citing bibliographical units

Citing books

1 author: Last name, First name initials. (year of publishing). *Title: Subtitle of the book*. Place of publishing: Publisher, page number.

- Johnson, J. (2004). *Law and Justice: The Theory of Natural Law*. Belgrade: Official Gazette, 258.

2 authors: Last name, First name initials., Last name, First name initials. (year of publishing). *Title: Subtitle of the book*. Place of publishing: Publisher, page number.

- Johnson, J., Adams, A. (2007). *Trade Law Contracts*. Belgrade: Institute for textbooks publishing and teaching aids, 258.

3-5 authors: Last name, First name initials., Last name, First name initials., Last name, First name initials. (year of publishing). *Title: Subtitle of the book*. Place of publishing: Publisher, page number.

- Johnson, J., Adams, A., Smith, S. (2009). *Damage Compensation*. Belgrade: Official Gazette, 258.

¹ After quoting the text the source shall be cited in the footnote.

6 or more authors: If the authors number 6 or 7 all are named, if there are 8 or more the first 6 will be named and the rest, until the last, will be left out with an ellipsis in between the 6th and the last.

- Johnson, J., Adams, A., Smith, S., Broflowski, B., Marsh, M., Cartman, C., ... Stotch, S. (2011). *Criminal Law*. Belgrade: Belgrade Faculty of Law, 258.

ATTENTION: While citing literature in the reference list leave out the page numbers which refer to the specific page of the cited book.

Citing articles from journals

Last name, First name initials. (year of publishing). Title of the article. *Name of the journal*, volume (issue), page numbers.

- Johnson, J. (2014). Damage Compensation. *Lawyer* 90 (3), 141–157.

Citing printed editions of encyclopaedias

Last name, First name initials. (year of publishing). Title of the article. *Name of the encyclopaedia*. (volume number, page numbers). Place of publishing: Publisher.

- Johnson, J. (2007). Law. *Encyclopaedia of Law* (vol. 1, pg. 170-171). Belgrade: Prosveta.

Citing online editions of encyclopaedias

Last name, First name initials. (year of publishing). Title of the article. *Name of the encyclopaedia*. Retrieved on date from: URL

- Johnson, J. (2007). Law. *Encyclopaedia of Law*. Retrieved on 27.1.2020. from: <http://example.com>

It is also acceptable to formulate it the following way: Available at:

Last name, First name initials. (year of publishing). *Name of the encyclopaedia*. Available at: URL

- Johnson, J. (2014). *Encyclopaedia of Law*. Available at: <http://example.com>

Citing sources from the internet

Last Name, First name initials. (year of publishing). *Title*. Retrieved on date from: URL

- Johnson, J. (2014). *Damage Compensation*. Retrieved on 27.12.2018. from: <http://example.com>

It is also acceptable to formulate it the following way: Available at:

- Johnson, J. (2014). *Damage Compensation*. Available at: <http://example.com>

Citing domestic regulations

The full name of the regulation, *the gazette where it was published*, number of the gazette/year of publishing.

- The Law of Contracts and Torts, *Official Gazette of the Republic of Serbia*, no. 36/2011, 99/2011, 83/2014. – other laws, 5/2015. i 44/2018.

Citing foreign regulations

The name of the institution which issued the regulation, *full name of the regulation*, place of publishing, year.

- European Parliament, *The Impact of German Unification on the European Community*, Brussels, 1990.

Citing domestic case law

The name of the court ruling and the court which gave the ruling, number and date of the ruling.

- Ruling of the Court of Appeal in Belgrade, Gž1 2137/2011. from 25.5.2011.

Citing foreign case law

Foreign case law is cited in accordance with the rules on citing case law of the relevant courts. Rules on citing case law of the Court of Justice of the European Union can be found at:

https://curia.europa.eu/jcms/jcms/P_126035/en/

Case law of the Court of Justice is cited by naming the case in italic, after which “App. no.” is placed in parentheses, followed by the case number and date of the ruling:

- *A v. Austria*, (App. no. 123/88), 12. 11. 1989.

If the author is referring to a specifically designated paragraph in the ruling it is necessary to cite the paragraph number with the abbreviation para.:

- *A v. Austria*, (App. no. 123/88), 12. 11. 1989. para. 25.

If the citation refers to multiple paragraphs it is necessary to cite the range from-to with the abbreviation paras.:

- *A v. Austria*, (App. no. 123/88), 12. 11. 1989. paras. 25–28.

Literature, sources and cited case law

The literature is cited after the article as a special section, by listing all the bibliographical units in alphabetical order according to the last name of the author. When it concerns the same author, it is listed by year of publishing (from newest to oldest). After the last name and before the initials of the first name there is always a comma.

Foreign and domestic law sources are listed after the article, as a special section, in the order as they were cited in the article.

Cited case law is listed after the article, as a special section, in the order as it was cited in the article.

IV CATEGORIZING ARTICLES

Articles are categorized into two primary categories: scientific and non-scientific articles.

Scientific articles are: original scientific article, review article, short report, preliminary report and scientific critique.

1. Original scientific article is a previously unpublished article of research conducted by the author using the scientific method.

2. Review article is an article which contains an original, detailed and critical review of a research problem or area in which the author has made significant contributions, evident by the use of self-citations.

3. Short report is an original scientific article full in form and scope, but shorter in length, which contains as of yet unpublished results of a completed research. It may have no more than 1 000 words.

4. Preliminary report is an original scientific article full in form and scope, but shorter in length, which contains as of yet unpublished results of an incomplete research. It may have no more than 1 000 words.

5. Scientific critique, or polemic, is a discussion of a certain topic based purely on scientific argumentation.

Non-scientific articles

Non-scientific articles are professional papers and other contributions.

Professional paper

Professional paper is a contribution which offers knowledge and experience useful for the betterment of professional practise, but is not necessarily based on the scientific method.

Professional papers include reviews of case law and administrative practice, case studies or reviews of a specific case (if they do not meet the requirements to be categorized as scientific articles), as well as commentary on case law and administrative practice, including professional critique.

Other contributions

Non-scientific contributions which are not professional papers, but are published in the journal, are included into one of the following categories:

1. Editorial is a short article which promotes a position or opinion. The editorial is written by the editor in chief or a member of the editorial board.

2. Essay is a short review of a topic with deliberations from the author.

3. Excerpt from legal practice is a contribution consisting of one or more excerpts from legal practice. It consists of a highlighted statement from a court ruling or deliberation (domestic or foreign), an arbitral body or government agency, which represent a novel method of functioning or explains problems which have arisen previously in legal practice. The highlighted statement must be followed by an explanation or commentary. The contribution may consist of one or more such statements followed by an explanation and may include initial and final observations, but does not have to.

4. Biography is a contribution which describes the life, professional journey and professional or scientific contribution of a deserving legal practitioner or scholar, or other person who has, through their work, contributed to the development of legal theory and practice.

5. Obituary is an announcement of a person's death accompanied by a short biography.

6. Book review is a contribution focusing on the themes of the book, its importance and content, and may include an overview of the scientific and professional work of the author.

7. Report on a scientific or professional gathering is a short announcement on a scientific or professional gathering.

8. Correction is short announcement which corrects a mistake from a previous issue.

9. Statement of appreciation is a short statement which gives thanks to a person, group of persons or an institution.

10. Report on the work of the bodies of the Bar Association

11. Report from the meeting of the bodies of the Bar Association

12. Other is the term used for all contributions which could not be categorized into any of the previously listed categories.