

## Author Guidelines

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The journal publishes papers written by the members of the Association.

Annual membership fees:

- For residents (members of the Republic of Serbia) in the amount of 6.000,00 RSD
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### **Types of contributions**

Original Research, Review Articles, Studies and articles, Book Reviews, Case Studies and Monographic studies.

### **BEFORE YOU BEGIN**

#### **Authorship of the Paper**

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors. The corresponding author should ensure that all appropriate co-authors and no inappropriate co-authors are included on the paper and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication.

#### **Authors of work**

The author of the paper should be the person who made the greatest contribution to the creation of the work. All those who contributed to the making of the work should be listed in the paper and as co-authors. If there are other contributors who took part in the preparation of making the same work should be listed or admitted as associates.

Before accepting a final version of the paper for publication is necessary that the author and all co-authors approved the final version.

#### **Changes in authorship**

Privacy change in authorship relates to the addition, deletion, or rearrangement of author names in accepted version of the paper. An amendment to the data on the authors or co-authors is not possible after acceptance and publication in the online version.

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Requirements that are not sent by the respective author (corresponding author) will not be considered.

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Authors are required to submit original written article. If other work necessary to work properly quote according to the instructions on the citation of work. If you use ideas of other authors require their written consent and using the same.

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### **Language (usage and editing services)**

Please write in good English (American or British usage is accepted, but not a mixture of these). For non-native English speakers, and perhaps even for some native English speakers, the

grammar, spelling, usage, and punctuation of the text are very important for an effective presentation. Hence, manuscripts are expected to be written in a clear, cogent, and readily understandable by an international readership. To avoid unnecessary errors, you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

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### **Formatting requirements**

The prepared article should be formatted with IJCRSEE template. There are some parameters for authors.

If your article includes any Videos and/or other Supplementary material, this should be included in your initial submission for peer review purposes.

Divide the article into clearly defined sections.

### **Structure of Manuscripts**

#### **Title Page**

The title page should include:

The name(s) of the author(s)

A concise and informative title

The affiliation(s) and address(es) of the author(s)

The e-mail address of the corresponding author

#### **Abstract**

The abstract should contain a maximum of 250 words. The abstracts should avoid any abbreviations and mathematical formulas.

**Keywords** should include 4-6 keywords.

#### **Text Formatting**

Manuscripts should be submitted in Word, A4, Times New Roman, 10-point for abstract and keywords and 12-points for text.

A complete manuscript falls need to be maximum 8,000 words excluding references, tables, and figures. Depending on the research and work purposes, the editor decides the acceptance of a larger number of pages

For numerations of pages use the automatic page numbering function.

In the text for emphasis use italics.

The use of abbreviations should be avoided. If using the first Abbreviations should be used throughout the text the same.

For headings use maximum three levels.

Footnotes should be avoided. If used, footnotes should only contain additional text (comment), and not information about sources used.

Acknowledgments should be placed in a separate section before the reference list.

**Introduction** – State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

**Materials and Methods** – Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described.

**Results** – Results should be clear and concise.

**Discussions** – This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

**Conclusions** - The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

**Appendices** - If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

**Acknowledgments** - Collate acknowledgments in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proofreading the article, etc.).

**Reference Style**– All manuscripts should be formatted using the American Psychological Association (APA) citation style, which is used primarily in the social sciences. For additional examples, consult the most recent edition of the Publication Manual of the American Psychological Association. You are referred to the Publication Manual of the American Psychological Association, Sixth Edition, ISBN 978-1-4338-0561-5, copies of which may be ordered from <http://books.apa.org/books.cfm?id=4200067> or APA Order Dept., P.O.B. 2710, Hyattsville, MD 20784, USA or APA, 3 Henrietta Street, London, WC3E 8LU, UK.

Use of DOI is highly encouraged.

### **Citing references in text**

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Citation of a reference as ‘in press’ implies that the item has been accepted for publication.

- If an one author is sufficient to cite only the year, but not the page if you do not quote the text directly, or do not mention the fact that needs to be linked to the page.

Busk (2014) compared reaction times ...

In a recent study of reaction times (Busk, 2014) ... (ibid, str.105).

When citing in plain text, the author’s name and year of release of work separated by commas.

If we are in the plain text provide the name and year of the author, there is no need to give the same information again in parentheses.

In 2012 Stosic compared reaction times ... (ibid, page 102).

- When a work has two authors, always indicate both names and year and between surnames of the authors specify the conjunction &.

Nightlinger and Littlewood (2003) demonstrated ...

As has been shown (Busk & Serlin, 1993) ...

- When in plain text quoting the names of three, four or five authors, first make sure to include all the names, and text enough to write only the first and add “ and associates”.

First time: Yan, G., Tian, H., Bai, X. & Rayner, K. (2006). found ...

Second time: Yan, G. et al. (2006) found ... (ibid, p. 12)

- When a work has no author's name, whether it's because it is issued by the agency, organization, or governmental institutions, rather than the names of authors mention the name of the institution or organization that has signed the paper, and if a name is long, just so many words or abbreviation as needed to locate the source in the list of references.

First time: (National Institute of Mental Health [NIMH], 1999) ...

Second time: (NIMH, 1999) ...

- When you do not have the names of institutions or authors, when the work is anonymous, then mention only the first few words of the title, and we quote them in parentheses under the quotation marks in plain text in italics.

These result present (' Study Finds, ' 2002) ...

The book College Bound Seniors (2003) ...

When work in the header nominated as anonymous, then it in the text under the anonymous quote and cite year, in English (Anonymous, 2011).

- If there are two references to the same author's last name, then be sure to mention when citing the initials to avoid unnecessary search in a list of references.

JM Goldberg and Neff (1961) and ME Goldberg and Wurtz (1972) studied ...

- If the same author or the same authors cite two or more references, then in brackets do not repeat names but just add a year for the next release.

Past research (Edeline & Weinberger, 1991, 1993) ...

Past research (Gogel, 1984, 1990) ...

- When the same author we have more work during one year, then these sources labeled the letters of the alphabet a, b, c and so on.

Several studies (Gogel, 1984, 1990a, 1990b) ...

- When several authors cite in the same bracket, or when we point to the consent of the author, references detach semicolon and listed them in alphabetical order.

Several studies (Balda 1980, Kamil 1988, Pepperberg & Funk, 1990) ...

- If with some of the references cite a source that confirms what is specific to this reference, then the source listed below see also, but that goes with the source of reference, but not alphabetically.

Several studies (Minor 2001; see also Adams, 1999; Storandt, 1997) ...

- When quoting hearsay, cite the author's name and year of the original work, followed by a semicolon and then cited code, then last name, year and foreign labor from which he quoted original work.

The first definition of intrinsic motivation gave Decy (1975; see Suzić 2005, p. 108) ...

- If we know the year of the first publication of the work, then it is to be connected age translation by first listed year of first publication, a slash and then year translation.

(James, 1890/1983)

- For an Internet source that does not have a bookmarked Web page, use a pair of ¶ and

paragraph number on the page where it was published.

(Myers, 2000, ¶ 5)

- Personal communication or publicly spoken words in a lecture to quote only in plain text, but not in the list of references, but does mention the date of actual communication.

Decy (personal communication, April 18, 2001) ...

## References

- Form Guidance papers in the journal is as follows:

The author's name [comma], initial / names [point], [open small brackets] year of publication [close little brackets] [point] title of the paper [point], the name of the journal - in italics [comma] the number or volume - in italics [comma ] page starting work [line] Page completing work [point].

Dennis, TA, Cole, PM, Wiggins, CN, Cohen, LH & Zalewsky, M. (2009). The functional organization of preschool-age children's emotion expressions and actions in challenging situations. *Emotion*, 9, 520-530.

- Form quoting the works of authors of books is as follows:

The author's name [comma], initial / names [point], [open small brackets] year of publication [close little brackets] [point] title deeds - in italics [point], the city (and state) [two counts], the publisher [Point ].

Hirsch, Jr., E. D. (1996). *The schools we need and why we do not have them*. New York: Doubleday.

- When you mention a paper published in a journal or as part of a book as a chapter, then applies the following form:

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Barrett, KC, & Campos, JJ (1987). Perspectives on emotional development: II. A functionalist approaches to emotions. In Osofsky JD (Ed.), *Handbook of Infant Development* (2nd ed., Pp. 555-578). Oxford, England: Wiley.

- If seven or more authors, then we will list the names of the six authors, and the seventh and the rest fall into the category of ' and associates '.

Adam, JJ, Paas, F, Teeken, JC van Loon, EM, Van Boxtel, MPJ, Houx, PJ, et al. (1998). Effects of age on performance and a finger-precuing task. *Journal of Experimental Psychology: Human Perception and Performance*, 24, pp. 870-883.

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newspaper - italics [comma], number of journals or Newspapers - italics [comma], page beginning of the text [line] Page completing the text [point].

Henry, W. A., III. (1990, April 9). Beyond the Melting Pot. *Time*, 135, 28-31.

- When we need to with the title of the article mention what kind of material it is then enclosed in square brackets after the title of the paper is printed by it is a brochure, video recording and the like.

Research and Training Center on Independent Living. (1993). Guidelines for reporting and writing about people with disabilities (4th ed.) [Brochure]. Lawrence, KS: Author.

- The work of famous authors downloaded electronically applies the following form:

The author's name [comma], initial / names [point], [open small brackets] year of publication [close little brackets] [point] title of the paper [point], an indication of what kind of material is in square brackets, taken (note that work will take) the day, month and year, with (internet address).

Schwarzer, R. (1989). Statistics software for meta-analysis [Computer software and manual]. Retrieved March 23, 2001, [http://www.yorku.ca/faculty/academic/schwarze/meta\\_e.htm](http://www.yorku.ca/faculty/academic/schwarze/meta_e.htm)

- When the list reference is made to the work that is being prepared for the press, after the authors' names, in parentheses, listed in the press in English.

Zuckerman, M. Kieffer, SC (in press). Race differences in faceism: Does facial prominence imply dominance? *Journal of Personality and Social Psychology*.

- When the list of references cites a newspaper article without the author prints the name of the article, then the time of publication, then the title and number - in italics, and at the end of the page on which the article was published. If the title is long, we can shorten the optimum number of words by taking the first few words.

The new health-care lexicon. (1983, August / September). *Copy Editor*, 4, 1-2.

- If within the journal as publisher publishes a special issue as a monograph, it is necessary after heading indicate that it is a monograph.

Ganster, DC, Schaubroeck, J. Sime, WE, & Myers, BT (1991). The nomological validity of the Type A personality among employed adults [Monograph]. *Journal of Applied Psychology*, 76, 143-168.

- When an abstract or summary of the quote as the original source, after the title should be in parentheses to indicate that it is abstract.

Wolf, NJ, Young, SL, Famselow, MS, & Butcher, LL (1991). Map-2 expression in cholinceptive pyramidal cells of rodent cortex and hippocampus is altered by Pavlovian conditioning [Abstract]. *Society for Neuroscience Abstracts*, 17, 480 harvesters.

- Titles that are not in English, and we want them to be published in the journal in English, listed in their native language, and then in the square brackets give the title translation into English. In addition to the title, everything else remains the mother tongue.

Ising, M. (2000). Intensitätsabhängigkeit evozierter Potenzial their EEG: Sindh impulsive persons Augmenter stage Reducer? [Intensuty dependence and event related EEG potentials: Are impulsive individuals augmenters or reducers?]. *Zeitschrift für Différentiel und diagnostisch Psychology*, 21, 208-217.

- In the list of literature translated work following a text that we have a year of the original edition listed in parentheses at the end behind the publisher. When we quote in plain text, year of first publication and translation writing along with a slash between (eg. Laplace, 1814/1951).

Laplace, P. S. (1951). *A philosophical essay on probabilities* (FW Troscott & FL Emory, Trans.). New York: Dover. (Original work published 1814)

- When the list of references cites a paper published in the Proceedings of the translated, italics will print the name of the collection at the end to add when it published the original.

Freud, S. (1961). The ego and the id. In J. Strachey (Ed. & Trans.), *The standard edition of the complete psychological works of Sigmund Freud* (Vol. 19, pp. 3-66). London: Hogarth Press. (*Original work published 1923*).

- When you cite articles published on the university or one of the official institutions, universities, publishers listed as the first name of the university and then university.

Broadhurst, RG, & Maller, RA (1991). *Sex offending and recidivism* (Tech. Rep. No. 3). Nedlands: University of Western Australia, Crime Research Center.

- When the list of sources cites a report of an organization or institution that has no author, it is best to nominate as the author of this organization, which is also the publisher.

Employee Benefit Research Institute. (1992, February). *Sources of health insurance and characteristics of the uninsured* (Issue Brief No. 123). Washington, DC: Author.

- When the work was published on the Internet as a photocopy, it should cite the original source noting that this is the electronic version.

Vandenbos, G. Knapp, S., & Doe, J. (2001). The role of reference elements in the selection of resources by psychology undergraduates [Electronic version]. *Journal of Bibliographic Research*, 5, 117-123.

- If you download from the Internet work that you believe is different from the original, do not copy or no numbered pages, then at the end indicate the date of downloads and web address.

Vandenbos, G. Knapp, S., & Doe, J. (2001). The role of reference elements in the selection of resources by psychology undergraduates [Electronic version]. *Journal of Bibliographic Research*, 5, 117-123. Retrieved October 13, 2001, from <http://jbr.org/articles.html>

- When you download from the Internet a document which has no date or author, then the document name takes the place of the author or the first place.

8th Gvu's WWW User Survey. (Od). Retrieved August 8, 2000, from [http://www.cc.gatech.edu/gvu/user\\_surveys/survey-1997-10/](http://www.cc.gatech.edu/gvu/user_surveys/survey-1997-10/)

- Material from the symposium or a scientific paper which was only exposed, but not published, listed with the note on which the scientific or professional meeting is material exposed. If the author has presented on the site, it is desirable to name and web page.

Cuter, LD, Frölich, B., & Hanrahan, P. (1997, January 16). *Twohanded direct manipulation on the responsive workbench*. Paper presented at the 1997 Symposium on Interactive 3D Graphics. Abstract retrieved June 12, 2000, from <http://www.graphics.standard.edu/papers/twohanded/>



- Computer software listed noting computer software. Name of the software we write italics.

Miller, M. E. (1993). *The Interactive Tester* (Version 4.0) [Computer software]. Westminster, CA: Psytek Service.

- Data downloaded from the website of the government or other official organization listed noting data file. The filename of the data listed in italics.

Department of Health and Human Services, National Center for Health Statistics. (1991). National Health Provider Inventory: Home health agencies and hospices, 1991. [Data file]. Available from the National Technical Information Service Web site, <http://www.ntis.gov>

Standards take according to Suzic, N. (2010). *Pravila pisanja naučnog rada APA i drugi standardi* [Rules scientific APA work and other standards]. XBS Banja Luka.

### **Reference management software**

The journals have a standard template – IJCRSEE template. To cite reference, it is the easiest way to use some management software like:

Mendeley (<http://www.mendeley.com/features/reference-manager>)

EndNote (<http://www.endnote.com/support/enstyles.asp>) and

Reference Manager (<http://refman.com/support/rmstyles.asp>).

Above management software have plug-ins to word processing where authors only need to select the appropriate journal template when preparing their article and the list of references and citations to these will be formatted according to the journal style as described in this Guide. If you cannot find an available template, see the list of sample references and citations provided in this Guide to help you format these according to the journal style.

### **After acceptance**

#### **Online proof correction**

Corresponding authors will receive an e-mail with a link to our online proofing system, where have to make prof own article. The final version is created in PDF and authors have to accept final version or to immediately report the error. We will do everything possible to get your article published quickly and accurately. Please check carefully before replying, as the inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

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