**GUIDELINES FOR AUTHORS**

**4th International Scientific Conference Child in focus – family in social changes**

**October 2nd and 3rd, 2025**

1. **MANUSCRIPT GUIDELINES**

All papers are subject to a double-blind peer review process. Please ensure that your paper is formatted according to the Author Guidelines before submission; otherwise, it will not be forwarded for review. The editorial board reserves the right to adjust the paper to meet the requirements of the proceedings. If the paper is accepted for publication after the review process, a proof of language editing must be provided..

**Papers must meet the following requirements:**

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|  **Language**  |

 | Manuscripts may be submitted in Croatian or English. Papers will be published in the conference proceedings in either Croatian or English. |
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|  **Paper Length** |

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| * Up to 18 pages for original scientific papers
* Up to 12 pages for review papers
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| **Formatting Requirements** |

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| * font Times New Roman, vel. fonta 11
* line spacing 1,5
* no indentation or space between paragraphs
* justified text alignment
* first-level headings in uppercase and bold
* no page numbers
* no numbering for headings and subheadings
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| **Margins**  |

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|  2 cm on all sides (top, bottom, left, and right)  |

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**Paper structure:**

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| **Title**  | - Provided in both Croatian and English, 14 pt, bold, uppercase, center-aligned* Must be concise, clear, and informative
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| **Author(s) name(s)** | * 12 pt, bold, center-aligned (e.g. Marko MARKOVIĆ)
 |
| **Affiliation** | * Institution, city, country; 10 pt, regular, center-aligned
* Example: University of Mostar, Faculty of Humanities and Social Sciences, Mostar, Bosnia and Herzegovina
* If authors belong to different institutions, indicate this using superscript numbers. Example:
* Anita BEGIĆ1, Zdravka LEUTAR2

1 University of Mostar, Faculty of Humanities and Social Sciences, Mostar, Bosnia and Herzegovina2 University of Zagreb, Faculty of Law, Zagreb, Republic of Croatia |

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| **Abstract** | * Mandatory in both Croatian and English
* Title „Abstract“: 10 pt, bold, left-aligned
* Abstract text: 10 pt, regular, justified
* Should provide a brief overview of the paper (introduction, aim, methods, key results, and conclusion)
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| **Keywords** | * Mandatory in both languages, listed after the abstract
* Title „Keywords“: 10 pt, bold, justified
* List of five keywords: 10 pt, regular
 |
| **Main text** | * 11 pt, regular, justified
* Original scientific papers should include the following sections: Introduction, Methods (sample, measurement instruments, research procedure, data analysis), Results and Discussion, Conclusion.
* Section headings in uppercase and bold
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| **Tables** | * Title „Table“ 10 pt, regular, left-aligned
* Tables must be created in Word
* Centered aligment
* Numbered using Arabic numerals
* Title placed immediately above the table (no extra line spacing)
 |
| **Figures** | * All graphic representations should be in black-and-white format
* Centered alignment
* Title of figure: 10 pt, regular, left-aligned, numbered using Arabic numerals, placed immediately below the figure (no extra line spacing)
 |
| **Reference style** | APA 7(Detailed explanation below the table)  |
| **References** | * Title „References“ 11 pt, bold, uppercase, left-aligned
* Sources listed in alphabetical order, 10 pt, regular, justified

(Detailed explanation below the table)  |
| **Ethical Considerations** | In the „Methods“ section, within the explanation of the research procedure, it should be indicated whether the research procedures met all necessary ethical standards. It is required to state whether the research was conducted with the approval of the relevant ethics committee (in accordance with the regulations of the institution where it was carried out) or whether appropriate steps were taken during the research regarding research access, obtaining consent, confidentiality, and anonymity. |
| **Acknowledgments** | An „Acknowledgments“ section may be added at the end of the paper (after the References) to disclose any financial or material support for the research and any potential conflicts of interest. |

1. **CITATION GUIDELINES**

Citations and reference formatting must comply with APA standars.– *The Publication Manual of the American Psychological Association, 7th ed.*, 2019

* In-text citations should include the author's last name, year, and page number (if quoting directly), e.g., **(Urbanc, 2006; Urbanc, 2006, p. 24).**
* For two authors: **(Ajduković & Ajduković, 2010)**
* For three or more authors: **(Muslić et al., 2009)**.
* Legal documents should be cited as: **Family Law FBiH, 2005, Art. 79, Para. 1**.
* Multiple sources in a citation should be listed alphabetically and chronologically if from the same author, e.g., **(Esping-Andersen, 1990, 1999, 2004; Urbanc, 2006).**
* If an author has multiple works from the same year, add letters to differentiate**: (Kiš-Glavaš, 2010a; Kiš-Glavaš, 2010b)**.
1. **REFERENCE LIST FORMATTING**

At the end of the article, all sources referenced in the text must be listed **in the reference section. The reference list** should be formatted according to APA guidelines – *The Publication Manual of the American Psychological Association, 7th ed., 2019.* References should be arranged alphabetically by the authors' last names and chronologically for works by the same author(s). References should be cited in their original form and in the language in which they were published.

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**Journal articles with one author:**

1. Grubić, M. (2023). Izazovi 21. stoljeća za mentalno zdravlje djece. *Liječnički vjesnik*, *145*(5), 11-13. <https://doi.org/10.26800/LV-145-supl5-3>

2. Sosa Díaz, M. J. (2021). Emergency remote education, family support and the digital divide in the context of the COVID-19 lockdown. *International Journal of Environmental Research and Public Health*, *18*(15), 7956-7974. <https://doi.org/10.3390/ijerph18157956>

**Journal articles with two or more author**

1. Widagdo, B., & Kenny, R. (2022). The role of personality traits, financial literacy and behavior on investment intentions and family support as a moderating variable. *Investment Management & Financial Innovations, 19*(2), 143-153. DOI:10.21511/imfi.19(2).2022.12

2. Nurannisa, D., Febtrina, R., Zul'Irfan, M., & Kharisna, D. (2022). Family support increases the hypertension medication adherence in the elderly at public health center of simpang Tiga Pekanbaru. *Science Midwifery, 10*(5), 4246-4253. <https://doi.org/10.35335/midwifery.v10i5.1010>

**Books:**

1. Urbanc, K. (2006). *Izazovi socijalnog rada s pojedincem*. Alinea.

2. Harris, J. C. (2006). *Intellectual Disability: Understanding its Development, Causes, Classification, Evaluation, and Treatment.* Oxford University Press.

3. Talen, E. (2018). *Neighborhood*. Oxford University Press.

**Book Chapters:**

1. Scheid, T. I., & Brown, T. N. (2010). Approaches to Mental Health and Illness: Conflicting Definitions and Emphases. In T. I. Scheid i T. N. Brown (Eds.), (2010)*. A handbook for the study of mental health* (pp. 168-384). Cambrige University Press.

2. Moriss, J. R., & Moriss, Y. P. (2011). Developmental Disabilities. In S. R. Flanagan, H. Zaretsky & A. Moroz (Eds.), *Medical aspects of disability: A handbook for the rehabilitation professional - Forth Edition* (pp. 237–264)*.* Springer Publishing Company.

**Conference Proceedings:**

1. Krišto, I., & Begić, A. (2016). Princip najbolji interes djeteta: implementacija u zakonodavstvu i praksi. In A. Milićević Kalašić, V. Despotović & V. Ilić (Eds.), *Suvremeni izazovi u socijalnom radu – problemi i perspektive* (pp. 193-207)*.* Fakultet za medije i komunikacije.

2. Britvić, D. (2019). Socijalne, psihološke i biološke odrednice mentalnog zdravlja i utjecaj stresa. In D. Britvić & S. Štrkalj Ivezić (Eds.), *Mentalno zdravlje u zajednici*, (pp. 13-33). Redak.

**Theses and Dissertations:**

1. Dijk, M. (2009). *Employee self efficacy and job stress during organizational change: The mediating effect of risk perception* [Master's thesis, University of Twente, Faculty of Behavioral Sciences]. University of Twente Student Theses.

2. Ilijaš, A. (2023). *Odrednice profesionalnog stresa i zdravlja socijalnih radnika u centrima za socijalnu skrb u Republici Hrvatskoj* [Doctoral dissertation, University of Zagreb, Faculty of Law]. Dabar.

**Primjeri navođenja mrežnih izvora:**

1. World Health Organization. (2022, June 17). *Mental health*. who.int. <https://www.who.int/news-room/fact-sheets/detail/mental-health-strengthening-our-response>

2. Grgurić Zanze, J. (2020, January 22). *Udomiteljske obitelji: Alternativa smještaja starijih za koje nema mjesta u domovima*. Mirovina.hr. <https://www.mirovina.hr/novosti/udomiteljske-obiteljialternativa-smjestaja-starijih-za-koje-nema-mjesta-u-domovima/>

**Primjer navođenja pravnog izvora:**

1. Family Law of the Federation of Bosnia and Herzegovina. *Official Gazette of FBiH*, No. 35/05, 41/05, 31/14.

2. Social Welfare Act. *Narodne novine*, 18/22, 46/22, 119/22, 71/23, 156/23.