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OBDOBJA SYMPOSIUM 43: *Language Rules and Norms*

GUIDELINES FOR AUTHORS

1. The text must be submitted at the latest **by 10 May 2024** on the website <https://centerslo.si/simpozij-obdobja/>. Authors are responsible for ensuring the linguistic suitability of their contribution.

Contributions which **do not adhere to the guidelines** with regard to length, layout and formatting, citations and other technical guidelines will be **rejected** at the first editorial review. In such instances, authors can amend their contribution in line with the guidelines and **resubmit it**.

2. **The text of the paper** can extend to a **maximum of 20,000 characters with spaces** (all the characters in the document, including the abstract, notes and literature).
3. At the beginning of the text, the following **information** should be provided, which will appear in the symposium monograph:
 - Name and surname of the author(s),
 - Title and name of the institution where the author(s) is/are employed – please write the institution name in full,
 - E-mail of the author(s).
4. The paper should include an **abstract** (roughly five lines) in Slovene and English and **five key words**, also in Slovene and English.
5. The text should be written in **Times New Roman**, font size **11**, with **line spacing of 1.5**.
6. **Paragraphs** should be separated by an empty line and without indentation; **longer citations** (more than five lines) should be separated from the surrounding text, beginning on a new line and written in font size 10.
7. Separate parts of the text or **chapters** should be numbered and headed. Numbering begins with 1: for example, 1 Introduction, 2 Hypotheses, 2.1 and so on.
8. **Sources of citations** should be included in the main text in brackets – for example (Zupan Sosič 2011: 35) – and clarified in the bibliography at the end of the paper.
9. **Omission in a citation** should be indicated by three dots in square brackets: [...].
10. **Notes** should be footnotes (i.e. at the foot of the page where the relevant piece of text appears).
11. **Pictures, tables, graphs**, etc. should be furnished with a caption – e.g. Picture 3: Congress Square in 1919 (source: personal archive). If the visual material is subject to copyright, the author must obtain copyright clearance.
12. The **titles** of independent publications, books and periodicals should be in *italics*.

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13. The **bibliography** at the end of the paper should be in **alphabetical order**. The **names of authors, journals, publishers**, etc. should be given in **full**. The titles of independent publications, books and periodicals should be in *italics*. There should be a full stop at the end of every entry.

a) book:

SURNAME, **Name**, **Year of publication**: *Title of book*. **Place**: **Publisher**.

BOGATAJ, Janez, 2000: *Maksim Gaspari: Bogastvo razglednic*. Ljubljana: Mladinska knjiga.

b) proceedings:

SURNAME, **Name of editor (ed.)**, **Year of publication**: *Title of proceedings*. **Place**: **Publisher**. **online address (if there is one)**.

ŠKULJ, Edo (ed.), 2005: *Pahorjev zbornik*. Ljubljana: Akademija za glasbo.

c) article in proceedings:

SURNAME, **Name**, **Year of publication**: **Title of article**. **Name Surname of editor (ed.)**: *Title of proceedings*. **Place**: **Publisher**. **page–page**. **online address (if there is one)**.

KRALJ BERVAR, Sonja, 2005: Pahorjevi otroški in mladinski zbori. Edo Škulj (ed.): *Pahorjev zbornik*. Ljubljana: Akademija za glasbo. 75–84.

č) article in journal:

SURNAME, **Name**, **Year of publication**: **Title of article**. *Title of journal* **year**, written in Roman numerals /number. **page–page**. **online address (if there is one)**.

JUVAN, Marko, 1999: Medbesedilnost – figure in vrste. *Slavistična revija* XLVII/4. 393–415. https://srl.si/sql_pdf/SRL_1999_4_2.pdf.

d) website:

Name of website. **address** (accessed **day**. **month**. **2024**).

O repozitoriju CLARIN.SI. <https://www.clarin.si/info/o-repozitoriju/> (dostop 1. 3. 2024).

e) language resources and tools:

SURNAME, **Name**, **Year of publication**: **Title**. **Repository**. **online address**.

ČIBEJ, Jaka, ARHAR HOLDT, Špela, DOBROVOLJC, Kaja, KREK, Simon, 2020: *Frequency lists of words from the GOS 1.0 corpus 1.1*. Slovenian language resource repository CLARIN.SI. <http://hdl.handle.net/11356/1364>.

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