



FACULTY OF SECURITY STUDIES
UNIVERSITY OF BANJA LUKA



UNIVERSITY OF CRIMINAL INVESTIGATION
AND POLICE STUDIES

JOURNAL OF SECURITY AND CRIMINAL SCIENCES

JOURNAL OF THE FACULTY OF SECURITY STUDIES,
UNIVERSITY OF BANJA LUKA

AND

UNIVERSITY OF CRIMINAL INVESTIGATION
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- INSTRUCTIONS FOR AUTHORS -

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The journal is published in Serbian and English. Articles accepted for publication are translated into English/Serbian by an authorized translator, and translation costs are borne by the editorial board of the Journal.

Manuscripts published in the *Journal of Security and Criminal Sciences* should comply with the following instructions:

I PREPARATION OF THE MANUSCRIPT

- ✓ Please prepare your typescript text in Microsoft Word in English language, 12-point *Times New Roman* font.
- ✓ Manuscript must not exceed 30.000 characters with space.
- ✓ Manuscripts must contain the following elements: manuscript title, the name of the author, the institutional affiliation of the author, an abstract of no more than 150 words stating research results, and keywords (four to six), a statement explaining the importance of the research, conclusion (up to one page), and the reference list. The abstract should clearly state the objective of the investigation, methods, results, and conclusion.
- ✓ The introduction section should describe the objective of the investigation and the structure of the manuscript.
- ✓ Manuscript should encompass the following elements:
- ✓ Empirical articles: introduction, methods, research, results and discussion, conclusion.
- ✓ Theoretical articles: introduction, the main body structured in at least two chapters and a conclusion
- ✓ Title of the article: 12-pt font, bold, typed in uppercase letters, centered.

II CITATION FORMAT

- ✓ The *Journal of Security and Criminal Sciences* uses the APA citation format (Publication Manual of the American Psychological Association 7th Edition). Notes are placed at the end of the document, before listing the references. Therefore, authors must comply with the following citation form:

1. In text citation

- ✓ Books, articles, and doctoral dissertations are cited as follows:
- ✓ One work by one author – include both the author's surname and the year of publication, separated by a comma, and the page number in parentheses, (Vodinelić, 1996: 23). if you are paraphrasing, the page number is not required (Vodinelić, 1996).
- ✓ Narrative citation: Vodinelic (1996)...
- ✓ If a work has a foreign author, the surname is written in the original language (Roxin, 1963: 148).
- ✓ One work by two authors – include the surnames of both authors and the year of the publication, separated by a comma, in parentheses (Grellier & Goerke, 2006).
- ✓ One work by four, five, and six authors – include the surnames of all authors and the year of publication in parentheses (Rachal, Daigle, & Rachal, 2007). In subsequent citations, include only the surname of the first author followed by the Latin abbreviation *et al* (not italicized and with a period after al) (Rachal et al., 2007).
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- ✓ Citing newspaper articles:
 - ✓ Without author (Nezavisne novine, 2017)
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2. The reference list

- ✓ **Books:** The surname of the author followed by initials, the year of publication in parentheses, italicized title of the book, the place of publication, the name of publisher.

Example:

Ignjatović, Đ. (1998). *Kriminologija*. Beograd: Nomos.

- ✓ **Book chapter:** The author's surname followed by initials and the year of publication in parentheses, the title of the chapter followed by the preposition In, initials followed by the surname (of the editor), edition abbreviation (in parentheses), italicized title of the book, the entire page range, the place of publication, the name of publisher.

Example:

Emerson, L, & Manalo, E. (2007). *Essays*. In L. Emerson (Ed.), *Writing guidelines for education students* (2nd ed, pp. 42-49). South Melbourne, Australia: Thomson.

- ✓ **Journal articles:** The surname of the author followed by initials, the year of publication in parentheses, the title of the article, italicized name of the journal, and the entire page range, volume and issue numbers:

Example with the volume number and year of publication:

Milašinović, S. (2008). Suština i uzroci društvenih konflikata. *Nauka, bezbednost, policija*, 13(1), 55-77.

Example with the issue number:

Strobl, R, Klemm, J, & Wurtz, S. (2005). Preventing Hate Crime: Experiences from two East-German Towns. *British Journal of Criminology*, 45, 634-646.

- ✓ **Doctoral dissertations:** The surname of the author followed by initials, the year of publication in parentheses, italicized title of doctoral dissertation, doctoral dissertation, the name of institution:

Example:

Lipovac, M. (2016). *Nacionalna bezbednost Republike Srbije u regionalnom bezbednosnom potkompleksu Zapadni Balkan*. Doktorska disertacija. Univerzitet u Beogradu: Fakultet bezbednosti.

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Example:

(Републички завод за статистику Републике Српске [РЗСРС]. (2009). *Статистички годишњак Републике Српске*. Retrieved March 3, 2010, from http://www.rzs.rs.ba/Publikacije/Godisnjak/2009/Godisnjak2009_Yearbook2009.pdf)

- ✓ **References to legal materials:** Include the full title followed by italicized name of the newsletter in which the regulation was published, the number and year of publication, separated by a comma. Reference the full name at first mention with the abbreviation set off by a dash and use the abbreviation in subsequent citations (Law on General Administrative Procedure – LGAP, Official Gazette of RS, No. 13/02).
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Example:

Kelly, L. (2011). Violence against women and children in the national legislation of the

EU member states: an overview of the research results. *Druga godišnja konferencija*

Viktimološkog društva Srbije-Žrtve kriminaliteta i žrtve rata: međunarodni i domaći kontekst, knjiga apstrakta (p. 13). Beograd: Viktimološko društvo Srbije & Prometej.

- ✓ **Newspaper articles:** The surname of the author followed by initials, the year and date in parentheses, the title of newspaper followed by a page number in text, or webpage from which the text was retrieved.

Example:

Гудељ, Ј. (2006, October 23). Полиција чува крст изнад Мостара. *Независне новине*, Бања Лука. Retrieved November 17, 2010, from <http://www.nezavisne.com/novosti/bih/Policija-cuva-krst-iznad-Mostara-1473.html>

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- ✓ Latin and other foreign words, website addresses are italicized.
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- ✓ Uncited sources should not be included in the reference list.
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