

## INSTRUCTIONS FOR AUTHORS

<b>Deadline</b>	Depends on the Vice-Dean for Science.
<b>Address of the editorial office</b>	PhDr. Miroslava Melicherčíková, PhD. Vice-Dean for Science Faculty of Arts Matej Bel University in Banská Bystrica Tajovského 40 974 01 Banská Bystrica Slovakia
<b>Submission of the paper</b>	PhDr. Miroslava Melicherčíková, PhD. <a href="mailto:miroslava.melichercikova@umb.sk">miroslava.melichercikova@umb.sk</a>
<b>Language</b>	Papers can be written in any of the languages taught at the Faculty of Arts MBU
<b>Format</b>	Microsoft Word
<b>Font</b>	size 12, Calibri, bold to highlight an idea, do not use underlying and italics
<b>Line spacing</b>	simple (line spacing 1)
<b>Paragraphs</b>	at the beginning of each paragraph or a logical unit indent 1.25 cm (use function: paragraph – special – the first line 1.25 cm, do not use the key <i>tab</i> )
<b>Paragraph formatting, format</b>	text from both sides; format A4 (page margins 2.5 cm from each side)
<b>Length</b>	recommended length of the paper: 10 to 20 standard pages
<b>Head</b>	<b>TITLE OF THE PAPER</b> <b>TITLE OF THE PAPER in the language of a summary</b> <b>Name and surname of the author</b> <b>Department name</b> e-mail
<b>Keywords</b>	<b>Keywords</b> write 3 – 6 key words Please, always write the keywords: 1) in Slovak, 2a) if the language of the paper is other than Slovak, keywords are also written in the language of the paper, 2b) if the language of the paper is Slovak, key words are also written in the language of the summary.
<b>Abstract</b>	Recommended length 10 lines. Please, always write the abstract: 1) in Slovak, 2a) if the language of the paper is other than Slovak, keywords are also written in the language of the paper, 2b) if the language of the paper is Slovak, key words are also written in the language of the summary.
<b>Text</b>	text divided into paragraphs, chapters
<b>Quotations in the paper</b>	do not use italics; use footnotes
<b>Footnotes</b>	For footnotes use function insert footnote in numbers.
<b>References – write in alphabetical</b>	<b>References – examples</b> <b>Books:</b>

order, please,  
do not number

ŠMIGEL', Michal – MIČKO, Peter. 2006. *Evakuácia v znamení úteku*. Banská Bystrica : FHV UMB, 2006. 120 p. ISBN 80-8083-282-X

**Journals:**

ŠMIGEL', Michal. 2009. K otázke lemkovských utečencov (z Poľska) na Slovensku v rokoch 1945 – 1946. In: *Forum historiae*, Vol. 3, 2009, Issue 1, pp. 1 – 17. ISSN 1337-6861

**Papers:**

ŠMIGEL', Michal. 2011. Protižidovské výtržnosti v Bratislave v rokoch 1946 a 1948 (v kontexte povojnových prejavov antisemitizmu na Slovensku). In: *Fenomén Bratislava : zborník z medzinárodnej vedeckej konferencie, Bratislava, 21. – 22. septembra 2010*. Bratislava : Ústav pamäti národa, 2011, pp. 252 – 275. ISBN 978-80-89335-39-8

**Internet source:**

ŠMIGEL', Michal. 2009. K otázke lemkovských utečencov (z Poľska) na Slovensku v rokoch 1945 – 1946. In: *Forum historiae*, Vol. 3, 2009, Issue 1, pp. 1 – 17. ISSN 1337-6861. Online:  
[http://www.forumhistoriae.sk/FH1\\_2009/texty\\_1\\_2009/smigel.p](http://www.forumhistoriae.sk/FH1_2009/texty_1_2009/smigel.p) [2012-03-25]

**Historical source:**

Slovenský národný archív (SNA)\*, fond (f.) Povereníctvo vnútra – sekretariát (PV – sekr.) 1945 – 1948, škatuľa (šk.) 75, číslo dokumentu (č. dok.) 20558/1946. Obežník Povereníctva vnútra z 15. 7. 1946.

Slovak national archive (SNA)\*, store (s.) Ministry of the interior [*Povereníctvo vnútra*]– office (PV – off.) 1945 – 1948, box (bx.) 75, document number (doc. no.) 20558/1946. Circular of The Ministry of Interior dated 15<sup>th</sup> July 1946.

Štátny archív (ŠA)\* Bytča, pobočka (pob.) Žilina, fond (f.) Okresný národný výbor (ONV) Žilina 1945 – 1948, škatuľa (šk.) 15, číslo dokumentu (č. dok.) 10558/1947. Situačná správa z 15. 8. 1946.

State archive (SA)\* Bytča, branch (br.) Žilina, store (s.) District national committee (DNT) Žilina 1945 – 1948, box (bx.) 15, document number (doc. no.) 10558/1947. Report dated 15<sup>th</sup> August 1946.

\* – use abbreviations with the second and next quotations.

**Proofreading**

The paper must be proofread before submission.