



Migracijske i
etničke teme

Migration and
Ethnic Themes

GUIDELINES FOR PAPER FORMATTING

Institute for Migration Research

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1. GUIDELINES FOR AUTHORS

Migration and Ethnic Themes, a scientific journal, primarily publishes scholarly articles on migration, issues related to migration and demographic changes, as well as papers addressing various aspects of ethnicity and identity in international, national, and interethnic contexts. Contributions present theoretical advancements as well as empirical analyses and studies across a wide range of disciplinary approaches.

The journal also publishes other contributions of scientific and professional interest: essays, professional papers, reviews, book presentations, conference reports, and similar.

Articles are published in Croatian and English, and, upon special decision of the editorial board, in other languages as well.

All scientific papers undergo a rigorous peer-review process, which includes an initial editorial assessment and at least two double-blind reviews by anonymous reviewers.

Submission and publication of papers are free of charge.

2. ETHICS

The journal is committed to promoting the highest ethical standards in publishing and maintaining the integrity of scientific work. Although it is not a member of the Committee on Publication Ethics (COPE), the journal adheres to the COPE Code of Conduct, which outlines in detail the expectations for all key participants in the publication process: authors, reviewers, editors, and publishers. Clear instructions for all participants are also provided in the document Statement on Publishing Ethics and Misconduct Procedures.

The journal publishes original, previously unpublished papers. By submitting a manuscript, authors confirm that it is their own original work and that they accept scientific and ethical responsibility for it (particularly regarding plagiarism, data fabrication, redundant publication of the same original scientific results, authorship misuse, etc.). Authors guarantee that the manuscript has not been published elsewhere and is not simultaneously under review by another journal.

3. CITATION AND REFERENCE

Scientific literature should be cited according to the APA (American Psychological Association) citation style.

Below are basic guidelines for in-text citations and compiling the reference list:

In-Text Citations

1. Single author

- Include the author's last name and year of publication.
- Example: (Babić, 2023, pp. 99–105) or Babić (2023) states...

2. Two authors

- Use both authors' last names connected by “and” (in-text or in parentheses).
- Example: (Kiralj Lacković and Mikac, 2024, p. 26) or Kiralj Lacković and Mikac (2024) explain...

3. Three or more authors

- Use the first author's last name followed by “et al.” and the year.
- Example: (Ružić et al., 2023, p. 85) or Ružić et al. (2020) demonstrate...

4. Group author (e.g., organization)

- First mention: write the full name of the organization, followed by its abbreviation in brackets.
- Subsequent mentions: use the abbreviation only.
- Example: (*World Health Organization [WHO], 2020*) or (*WHO, 2020*)

Reference List

1. Books

- Format: Last name, First initial. (Year). *Title of the book*. Publisher. Place of publication.
- Example: Babić, D. (2023). *Slavonija u oku sociologa: Identitet, ratne migracije, nacionalne manjine, suživot*. Institute for Migration Research. Zagreb.

2. Journal articles

- Format: Last name, First initial. (Year). Title of the article. *Title of the Journal*, Volume(Issue), page range. DOI or URL (if available).
- Example: Kiralj Lacković, J., & Mikac, U. (2024). Mjerna invarijantnost nekih mjera međugrupnih odnosa izbjeglica i članova zajednice primatelja. *Migration and Ethnic Themes*, 40(1), 7–37. <https://doi.org/10.11567/met.40.1.1>

3. Book chapters or conference proceedings

- Format: Last name, First initial. (Year). Title of the chapter. In Editor's First initial Last name (Ed.), *Title of the book or proceedings* (pp. xx–xx). Publisher. Place of publication.
- Example: Škiljan, F. (2018). Bošnjački/muslimanski rudari u Labinštini. In M. Perić Kaselj & F. Škiljan (Eds.), *Dijasporski i nacionalno manjinski identiteti: migracije, kultura, granice države* (pp. xx–xx). Institute for Migration Research. Zagreb.

4. Online sources

- Format: Organization or Author. (Year). *Title of the document or webpage*. URL (access date).
- Example: Croatian Bureau of Statistics. (2024). *Communication Strategy of the Croatian Bureau of Statistics*. <https://dzs.gov.hr/ostali-dokumenti-321/321> (accessed November 12, 2024).

General Guidelines

- **Alphabetical order:** The reference list should be sorted alphabetically by the authors' last names.
- **Hanging indent:** The second and all subsequent lines of each reference should be indented.
- **Italics:** Titles of books, journals, and edited volumes should be italicized.

4. COPYRIGHT

Authors retain the copyright for articles published in the journal. However, by agreeing to publication, they grant the journal the right of first publication in both print and electronic

formats.

Articles published in the journal may be freely used for educational and other non-commercial purposes, provided proper citation is given, in accordance with the CC BY-NC license.

More important information about the journal can be found on the official website:

<https://www.imin.hr/met-casopis/> .

5. FIGURES, TABLES, AND GRAPHS FORMATTING GUIDELINES

If your manuscript includes tables, images, or graphs, they must be numbered and accompanied by captions. Tables should have their number and caption placed **above** the table, while images and graphs should have their number and caption placed **below**.

Graphic elements (tables, images, charts, etc.) should be prepared in **black and white** and inserted directly into the manuscript at the locations where they are intended to appear. All images, charts, and diagrams must also be submitted separately in their **original electronic format** (e.g., .jpg, .gif, .xls, etc.) and in **appropriate resolution**.

If any visual materials are taken from other sources, authors are responsible for obtaining the necessary **permissions**.

Images must be aligned **inline with the text**.

Example of Table Captions

Table 1. Example of table captions

Category 1	Category 2	Category 3	Category 4
Data	Data	Data	Data
Data	Data	Data	Data

Example of Image Captions:



Image 1. Example of image captions

6. TEXT, TITLE, AND SUBTITLE FORMATTING

Manuscripts should be written in accordance with the *Croatian Orthography* by the Institute of Croatian Language, available in digital format at pravopis.hr.

To simplify formatting, please follow these guidelines:

Text Length

- Scientific articles: 28,800–57,600 characters (including spaces)
- Book reviews, notes, and reports on scientific conferences or other relevant topics: 5,400–9,000 characters

Required Attachments

- Author bio: 50–100 words
- Abstract: approx. 250 words, in the language of the manuscript and in English
- Extended abstract: approx. 1,500 words (required for manuscripts not written in English)

The abstract should include:

- General overview of the topic
- Methodological approach
- Main findings
- Conclusion

After each abstract, include **up to seven keywords** in both languages.

Formatting Instructions

Text

- Font: Times New Roman
- Size: 12 pt
- Line spacing: 1.0
- Margins: 2.54 cm on all sides

Titles

- Font: Times New Roman
- Size: 12 pt
- Style: UPPERCASE letters
- Spacing before and after paragraph: 6 pt

Subtitles

- Font: Times New Roman
- Size: 12 pt
- Style: lowercase letters
- Spacing before and after paragraph: 6 pt