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## A GUIDE FOR WRITING RESEARCH PAPER

**SUSTAINABLE FORESTRY** is a scientific journal which is published original scientific papers, review papers and short communications of Forestry scientific disciplines, Environmental protection, Wood processing, Landscape architecture and horticulture and Environmental engineering (Erosion Control) at least once a year.

The paper should be, in whole, written in English, and Abstract and Summary should be written in English and Serbian. The paper length, including tables, graphs, schemes, pictures and photographs can have maximum 10 typewritten pages, A4 format (Portrait), with normal line spacing (Single Space). Margins: Top 1.5cm, Left 1.5cm, Bottom 1.5cm, Right 1.5cm, Gutter 0.5 cm. The paper should be typed in *Word* format, Roman alphabet, using exclusively the *Times New Roman* Font, 11 points, Normal, First Line 1.27. **LAYOUT**: header 0.5 cm, footer 0.5 cm. **PAPER**: width 16.5 cm, height: 24 cm. If special signs (symbols) are used in the text, use the *Symbol* Font.

### **PAPER TITLE IN ENGLISH** (capital letters, 11 points, bold, centered)

Title should be 11 Enter keystrokes below the top margin.

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*Name and FAMILY NAME*<sup>1</sup> (capital letters, 11 points, italic, centered)

With mark 1, 2 ... in superscript (with command Insert Footnote), above the name of the author is marked a Footnote in which are indicated title, name and family name, occupation and institution in which authors are employed. Also, in Footnote should be write the name, family name and e-mail of correspondence author.

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**Abstract:** *The abstract is written in English with three spaces below the name of the paper author. In abstract are given basic aim of research, materials and methods, more important results and conclusion (maximum 500 characters) (10 points, italic, first line 1.27).*

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**Key words:** in English, minimum 3, maximum 6 words (10 points, normal).

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### **PAPER TITLE IN SERBIAN** (capital letters, 11 points, bold, normal, centered)

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**Abstract:** *Text of the abstract in Serbian (10 points, italic, first line 1.27)*

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**Key words:** in Serbian (10 points, normal).

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<sup>1</sup> Footnote (Insert Footnote) (9 points, normal). Title, name and family name with addresses of all authors.

Corresponding author: Name and family name, e-mail.

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**1. INTRODUCTION** (capital letters, 11 points, bold, align left)

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The introduction should be a short review of explanation about reasons that led to the research of specific scientific issue. The introduction contains reference data of published papers that are relevant for the analyzed issue (normal, 11 points, justify, first line 1.27).

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**2. MATERIAL AND METHODS** (capital letters, 11 points, bold, align left)

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Within this chapter there can be subtitles of first and second line. In the description of material it should be given enough information to allow other researchers to repeat the experiment at a different location. It is necessary to provide information on the material, subject of the study that precisely defines its origin, physical characteristics etc. If a device or instrument is used to obtain experimental results should be specified: name of the device or instrument, model, manufacturer's name and country of origin. If a scientifically recognized method is used it has to be cited in the References, without the explanation of the steps of the used method. If changes were made in a scientifically recognized method should be provided the original literature references that will support – justify those changes.

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**3. RESULTS** (capital letters, 11 points, bold, align left)

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Within this chapter there can be subtitles of first and second line. The paper results should be presented in the form of text, tables, pictures (diagrams) and, rarely, photographs. From the results should be clear whether the hypotheses have been confirmed or disproved and whether the aim and tasks have been achieved. It should not be avoided the presentation of the negative results or disproving the hypotheses.

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**3.1. Chapter title** (11 points, bold, align left)

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**3.1.1. Subchapter title** (11 points, bold, align left, first line 1.27)

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Subchapter text (11 points, justify, first line 1.27)

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**Table 1.** (bold, 11 points), *Table title (11 points, italic, centered)*

	<b>Font size in Tables is 8</b>		

11

Continuation of the text, 11 points, justify, first line 1.27

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**Graph 1.** (bold, 11 points), *Graph title (11 points, italic, centered)*

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Continuation of the text, 11 points, justify, first line 1.27.

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**Picture 1.** 11 points, bold *Picture title, (11 points, italic, centered)*

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#### **4. DISCUSSION** (capital letters, 11 points, bold, align left)

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Discussion should not be the simple repeating of obtained results. The results should be discussed by comparing them with the research results of other authors with compulsory citing of literature sources. It is very important to give discussion of the results and the opinion of the authors. Interpretation of perceived ambiguities and illogicalities should be correctly stated (11 points, justify, first line 1.27).

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#### **5. CONCLUSION** (capital letters, 11 points, bold, align left)

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Conclusions of the paper should be carefully carried out and shown clearly to the reader. Conclusions can be significantly connected with the result discussion, but in them should be given freer and wider interpretation of the paper subject and results. The special quality is the defining of suggestions for future work and identifying the issues need to be resolved (11 points, justify, first line 1.27).

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**Acknowledgements** (10 points, bold): *If the paper is a part of a research within a project in acknowledgement are indicated: name of the project, registration number and the full name of the institution that finances the project (10 points, justify, italic).*

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#### **REFERENCES** (capital letters, 11points, bold, centered)

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Cite Literature by Guide (10 points, justify)

Janković, Lj. (1958): Contribution to the knowledge of gypsy moth host plants in nature during the last outbreak, 1953-1957, Plant protection, 49-50: 36-39 (In original: *Janković, Lj. (1958): Prilog poznavanju biljaka hraniteljki gubara u prirodi u toku poslednje gradacije, 1953-1957. god. Zaštita bilja, 49-50: 36-39*)

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Roberts, G., Parrotta, J. and Wreford, A. (2009): *Current Adaptation Measures and Policies*. In: Risto Seppälä, Alexander Buck and Pia Katila. (eds.). *Adaptation of Forests and People to Climate Change - A Global Assessment Report*. IUFRO World Series Volume 22. Helsinki. 123-13311

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**Summary** (10 points, bold, centered)

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Summary text in English (10 points, justify, first line 1.27)

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**PAPER TITLE IN SERBIAN** (capital letters, 10 points, bold, centered)

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*Name and FAMILY NAME* (10 points, italic, centered)

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**Summary in Serbian** (10 points, bold, centered)

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Summary text in Serbian (10 points, justify, first line 1.27).

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In this text a detailed structured instruction for writing papers is given. Papers that do not satisfy the propositions of this Guide will not be forwarded for review and will be returned to the author.

**Categorization of papers** (suggested by the author – determined by Editorial board taking into account the opinion of the reviewer):

#### *Scientific Articles*

1. Review paper (paper that contains original, detailed and critical review of the research issue or field in which the author contributed, visible on the basis of auto-citations);
2. Original scientific paper (paper which presents previously unpublished results of author's researches by scientific method);
3. Preliminary communication (Original scientific paper of full format, but small-scale or preliminary character).
4. Other known forms: scientific review, case study and others, if Editorial board finds that such paper contributes to the improvement of scientific thought.

#### *Professional Articles*

1. Professional paper (annex in which are offered the experiences for improving professional practice, but which are not necessarily based on scientific method).

This guide, as well as an example of correctly printed paper in the Journal Sustainable Forestry, can be found on the web-site of Institute of Forestry ([http:// www.forest.org.rs](http://www.forest.org.rs)).

Papers and all enclosures (photos, pictures and graphs) should be sent to the e-mail of Secretary of the Journal "Sustainable Forestry": [natalijamomirovic@rocketmail.com](mailto:natalijamomirovic@rocketmail.com)



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