



Guidelines for preparing a manuscript for publication in
Studia Europejskie – Studies in European Affairs Quarterly

1. Name of the author should be placed at the beginning of the article, before the title.
 2. Title of the paper should be centered, bolded, Times New Roman, 14 – point type.
 3. Headings should be centered, bolded, Times New Roman, 14 – point type.
 4. Biographical note.
 5. Abstract included at the beginning (maximum 300 words).
 6. Keywords: 3-6.
 7. Affiliation of the author in the bottom footnote.
 8. ORCID number and e-mail address should be given together with the affiliation.
 9. Body text: Times New Roman, 12 – point type, spacings 1.5.
 10. Footnotes format: Times New Roman, 10 – point type, spacings 1.0.
- **Books:**
First letter of the name. Last name, *Title*, place of publication year, page.
P. Żuławski vel Gajewski, *The Eastern Policy of Poland...*, Warsaw 2017, p. 73.
 - **Chapters in the books:**
First letter of the name. Last name, *Chapter title*, in: *Book title*, Editor(s), place of publication Year, page.
B. Nowak, *Europejska unia walutowa (European Monetary Union)* in: *Współczesne stosunki międzynarodowe (Contemporary international relations)*, ed. G. Domagalski, Kraków 1994, p. 90.
 - **Articles:**
First letter of the name. Last name, *Title*, "Title of Journal", Journal volume (issue) number/Year, page.
H. Kissinger, *The U.S. European Policy*, "Foreign Affairs" No. 2/1996, p. 123.
 - **Documents:**
Title of document, number, place of publication, date
Regulation (EC) No. 1365/2006 on statistics of goods transport by inland waterways and repealing Council Directive, 80/1119/EEC, OJ 2006 L 264/1, Brussels 25.9.2006.
 - **Websites:**
<http://europa.eu.int/comrn/competition/publications/studies/bpifrs/chap02.pdf> (access 15.05.2019).



- **Hyperlinks** must be removed.

11. All foreign titles should be translated in to English:

P. Maršálek, *Evropská integrace, unijní občanství a česká národní identita (European Integration, Union Citizenship and Czech National Identity)*, "Acta Universitatis Carolinae – Iuridica", vol. 2/2014, p. 74.

12. Titles in non-Latin alphabets (eg. Cyrillic or Greek) should be transliterated into Latin alphabet:

Европейский союз и Россия: как мы воспринимаем друг друга и как формируем отношения, Kłjucz, Moskva 2009.

13. If the footnote is repeated one after another, put: Ibidem, p. 56; if the footnote is repeated elsewhere, put: A. Kowalski, op.cit., p. 27.

14. **Bibliography** should follow the text in alphabetical order, Times New Roman, 12-point type, spacings 1.5, using the following formatting rules:

- **Books:**

Last name First letter of the name, *Title*, Publisher, place of publication year.

Żuławski vel Gajewski P., *The Eastern Policy of Poland, EU and National Perspective 1989-2005*, Natolin European Centre, Warsaw 2017.

- **Chapters in the books:**

Last name First letter of the name, *Chapter title*, in: *Book title*, Editor(s), place of publication year, pages.

Zajączkowski K., *Economic Power of the European Union in the Age of Global Challenges*, in: *European Union on the Global Scene...*, ed by B.J. Góralczyk, Centre for Europe, Warsaw 2015.

- **Articles:**

Last name First letter of the name, *Title*, "Title of Journal", Journal volume (issue) number/year, pages.

Kissinger H., *The U.S. European Policy*, "Foreign Affairs", No. 2/1996, pp. 123-133.

- **Documents:**

Title of document, number, place of publication, date.

Regulation (EC) No. 1365/2006 on statistics of goods transport by inland waterways and repealing Council Directive, 80/1119/EEC, OJ 2006 L 264/1, Brussels 25. 9. 2006.

- **Websites:**

<http://europa.eu.int/comrn/competition/publications/studies/bpifrs/chap02.pdf> (access 15.05.2019).

- **Hyperlinks** must be removed.

15. All foreign titles should be translated in to English:



Centre for Europe, University of Warsaw

Maršálek P., *Evropská integrace, unijní občanství a česká národní identita (European Integration, Union Citizenship and Czech National Identity)*, “Acta Universitatis Carolinae – Iuridica“, vol. 2/2014, p. 74.

16. Titles in non-Latin alphabets (eg. Cyrillic or Greek) should be transliterated into Latin alphabet:

Evropskýj sojuz i Rossija: kak my vosprinimaem drug druga i kak formirujem otnošeniya (Европейский союз и Россия: как мы воспринимаем друг друга и как формируем отношения), Kljucz, Moskva 2009.