LAYOUT OF THE ARTICLE: PLESE FOLLOW IT

Name SURNAME[1], Name SURNAME[2]

[1] *Affiliation of the first author, COUNTRY*

[2] *Affiliation of the second author, COUNTRY*

Abstract. *All submitted articles must be original, e.g., they cannot be published in advance or envisaged for publishing in other editions. The language of the article must be English. Articles will be reviewed and will be included in Summer School proceedings in case of positive reviews.. For citation, please use the Harvard style* [*also known as the author-year-style or parenthetical referencing*] *If possible, please do not use footnote.*

Keywords: Layout, Paper Publication, [minimum four]

Introduction

The article can exceed 8 pages (Deshpande, 2015). It must be of A4 format taking into consideration the following parameters: text editor – *Word*, typeface - *Times New Roman,* font size – 12 pt, line pacing - *single*, text must be placed in one column, placement of paragraph – Justified, left side – 25 mm, right side – 25 mm, upper margin – 25 mm, lower margin – 25 mm.

The structure of the article: heading, author, organization s/he represents, abstract, list of key words, body of the article *(introduction, aim, materials and methods, results, summary)*, summary *[in Polish language]*, list of literature, information about the author [*in the English language]* (Itagi, et al., 2015).

Table 1. Editing requirements

Part of the article	Explanation	Execution
Heading	In the English	Times New Roman, 14 pt, centred
Author(s)	Name, surname	Times New Roman, Bold, 12 pt, centred
Organization the author represents	Address, mentioning e-mail	Times New Roman, Normal, 12 pt, centred
Abstract	Title "**Abstract**";	Indent 1.27cm, Times New Roman, Bold, 10 pt;
	Text of abstract – aim, applied methods, most relevant conclusions. Length - 800 – 1000 characters.	Times New Roman, *Italic*, 10 pt
List of keywords	Title "**Keywords**";	Times New Roman, Bold, 10 pt
	The list of keywords shall be alphabetized; Length – shall not exceed 2 lines.	Times New Roman, *Italic*, 10 pt
Body of the article (introduction, aim, materials, research methodology, results)	Title names must be highlighted (Bold) and centred. All figures, tables and other objects must be placed in the text. Titles of figures with the corresponding numbers shall be placed below the figure (for example, Figure 1. Title). The titles of tables with the corresponding numbers shall be placed above the tables - *Align Left* (for example, Table 1. Title).	Times New Roman, Normal, 12 pt, Text in the table – 11 pt

Summary (for translation into Polish language)	Title "**Summary**"	Indent 1.27cm, Times New Roman, Bold, 10 pt
	If the publication is in the English language	Times New Roman, 10 pt; Length 800 – 1000 characters
List of literature and other sources Bibliography	Title "**List of literature and Bibliography**"	Times New Roman, Bold, 10 pt, centred
	Numbered list of literature; Apply APA style, look for examples below.	Times New Roman, Normal, 10 pt
Information about the author	In the English language: name, surname, concentrated in the most important biographical facts on the scientific, academic and professional activities (see sample example).	Times New Roman, Normal, 10 pt, 300 – 350 characters

There should be one space between two parts of the report.

Reference – author's surname (with no initials), year of publishing and applied pages of the book of the used literature shall be put in brackets. Notice – full stop shall be put only after the brackets. Example, (Pegler, 2003: 46).

Examples of literature and sources:

One author's book:
Author, A. (Year of Publication). *Title of work*. Publisher City , State: Publisher.

Two authors' book:
Author, A., Author, B. (Year of Publication). *Title of work*. Publisher City , State: Publisher.

Several authors' book:
Author, A., Author, B., & Author, C. (Year of Publication). *Title of work*. Publisher City , State: Publisher.

E-book from an e-reader

Author, A.A.. (Year of Publication). *Title of work* [E-Reader Version]. Retrieved from http://xxxx or doi:xxxx

Book found in a database

Author, A.A.. (Year of Publication). *Title of work*. Retrieved from http://xxxx or doi:xxxx

Article in a magazine:
Author, A. (Year, month of Publication). Article title. *Magazine Title*,Volume(Issue), pp.-pp.

Article in a magazine found online
Author, A. (Year, Month of Publication). Article title. *Magazine Title*, Volume(Issue), Retrieved from http://xxxx

Article in proceedings:

Author, A. (Year of Publication). Article title. In A. Author (Ed.), *Proceedings Title* (pp.-pp.). Publisher City , State: Publisher.

Article or information from the Internet

Author, A. (Year, Month Date of Publication). Article title. Retrieved from URL [website article with an author]

Article title. (Year, Month Date of Publication). Retrieved from URL [website article without an author]

Citing a book found in a database

Author, A. (Year of Publication). *Title of work*. Retrieved from http://xxxx or doi:xxxx

Field research materials:

Interviews with Ochoa L. Siguencia, A. and R. Daderska on July 2, 2016 in INBIE headquarters, Czestochowa - Poland, A. Xxxx's private collection.

Participatory observation in the summer school "Caceres 2016" on July 12-16, 2016 in University of Extremadura. DVD, A. Xxxx's private collection.

Doubts about citation: see the **APA citation generator**. http://www.bibme.org/apa/

References

[1] Author, A. (Year of Publication). Article title. In A. Author (Ed.), *Proceedings Title* (pp.-pp.). Publisher City , State: Publisher.

[2] Author, A.A.. (Year of Publication). *Title of work* [E-Reader Version]. Retrieved from http://xxxx or doi:xxxx