

CONTRIBUTION GUIDELINES

All the accepted papers will be published in the *Publication of the Second International Conference "Climates Change"*, which is organised by Slovenian Society of Geography Teachers - DUGS. Before your paper is submitted, we suggest that it is edited and proofread for grammatical and language errors.

All contributions will be reviewed by the editorial board of *the Proceedings*, consisting of the members of both, the Editorial committee and the Scientific and Review committee.

1. Sections of a paper

The title

(short & concise)

Full name of the author(s)

(academic titles included)

E-mail address(es) of the author(s)

Affiliation of the author(s)

Abstract: abstracts should include no more than 250 words and should clearly indicate the content of your paper. It must include the thesis statement, the research question and the conclusions.

Keywords: supply no more than three keywords that summarise best the content of your paper.

The text

The heading of each section should be short and clear and numbered with Arabic numerals (e.g. 1. Introduction, 2. Example of good practice, 3. Conclusions ...).

It should not be longer than 8 pages.

Boldface and italics can be used but no other special formatting (the text should not be aligned, underlined etc.). Avoid general statements and abbreviations.

The article should be written in third person.

1. Introduction

Establish the objectives, present your thesis statement and the approaches you have used to develop your students' abilities. At the end, outline how you are going to discuss the method and its application.

2. The body of the article

Focus on the practical activities that have been used; record new findings and highlight novel approaches and their quality.

Be particularly attentive when citing your sources.

In-text citations: Use the author-year method of in-text citation (Smrekar, 2006) or the author-year-page method of in-text citation (Novak, 2017: 13).

Direct quotations must be placed in quotation marks or otherwise clearly marked.

The quotation should be logically incorporated in the article (e.g. cited as an example or support).

The images, graphics and tables should illustrate the text; clearly refer to them, describe them (use captions, e.g. Figure 3: 'The students are learning to learn'), and cite appropriately. If the author of contribution is also the author of attachments, his name under them is not obligatory. Respect copyright laws. Under each photography or picture should be title and name of the author. (E.g., Picture 5: Students are observing the Glacier. Author, John Smith).

3. Conclusion

The conclusion should not simply be a reflection of the abstract.

Clearly highlight your new understanding of the problem you investigated. Point out your own conclusions and solutions, their advantages and disadvantages, and propose some tenets for further research.

4. References/Bibliography.

The alphabetized list of (at least three) academic sources utilized in the paper. If the authors are not identified, use the titles of their work.

Journal article

1. Surname, initial of the first name. (Year published): title of the article, journal name, volume, issue number, page(s).

Počkar, T., Kovačič, G., Peric, B. (2014). Hydrogeographical characteristics and the quality of watercourses in the Reka River headwaters, *Geografski vestnik*, Vol. 86, No. 1, pp. 9 – 23.

Book

2. Surname, initial of the first name. (Year published): title of the book, publisher, location.

Smrekar, A. (2006): *Zavest ljudi o pitni vodi*, Založba ZRC, Ljubljana.

Online sources

3. Surname, initial of the first name. (Year published): title of the contribution. Title of the proceedings. Location: publisher. Website (date of access).

Frantar, P. (2009). Značilnosti vodnega cikla v Pomurju. In *Pomurje : trajnostni regionalni razvoj ob reki Muri*. Konferenčni zbornik. Zborovanje slovenskih geografov. Murska Sobota: Društvo geografov Pomurja. http://www.drustvo-geografov-pomurja.si/projekti/zborovanje/zbornik_povzetkov.pdf (February 2, 2019)

Review process

All contributions will be published only with positive review. Review process is anonymous. If the reviewer asks for revisions or changes, the article is returned to the author to be revised and resubmitted. The editorial board reserves the right to reject articles either on the editor's recommendation or due to a negative review.

Copyright agreements

When submitting their work, the author declares that the article has been written in standard written English and by the stated author; the author warrants that the submitted article is their original work, and no legal rights whatsoever have been breached.

The author guarantees that the work is their own original creation and does not infringe any statutory or common-law copyright or any proprietary right of any third party. The author must secure all necessary copyright permissions for the use of third-party materials in their article and submit a photocopy of the permission obtained from the copyright holder.

All the moral rights, identified as the creator's, remain with the author of the article. The material rights to reproduce and distribute in Slovenia and abroad are permanently granted at no expense and non-exclusively to the publisher who can publish, communicate and distribute the article in any media of the choice.

Article submission

By submitting the article, the author warrants that he/she agrees with and accepts the terms of publication, the statutory or common-law copyright included.

The author also guarantees that he/she has obtained the permission of parents and legal guardians to use the images of children.

Style and format

The text should be written in Word format. Photos and other enclosures should be submitted digitally in the .png or .jpg format. It is required that the resolution is of at least 240 Pixels/cm (600 Pixels/inch).

It should be marked clearly where in the text the images (or other enclosures) are to be placed.

Title of the document

The document should be labelled with the author's surname (Novak.doc), and images (or other enclosures) with the author's surname and a succeeding number (Novak01.png, Novak02.jpg).

If the files are too big to email, the author should contact the editorial board to agree on an alternative way to submit your paper.

Formats for the Conference Presentations

The accepted authors will have presentations at 2nd International Conference "Climate Change", organised by the Slovenian Society of Geography Teachers (DUGS). The invited guest speakers will present in English, all Slovenian presenters will present in Slovene.

The accepted author can choose among three types of presentations and can submit his/her decision when submitting the paper. The number of the presenters and participants will be limited (due to the room availability).

Guidelines for poster presentation

1. Obligatory technical elements

- title;
- author(s);
- location and the date of completion;
- references and bibliography.

2. Poster orientation and size

- Portrait format (B1); 70,7 x 100,00 cm.

Poster can be made in Slovenian or English language. It is recommended that it has a short abstract (1000-1500 words) which includes main results, basic facts, methods ...

Please use the guidelines and proposal for presenters: **PROPOSAL**.

Organising Committee