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- Information about author/authors (name, surname, full title and address of workplace/employer, email, ORCID ID if available).
- 4 – 7 Key words in English (and in Slovak if the paper is written in Slovak).
- Abstract in English (and in Slovak if the paper is written in Slovak) (**800-1000 words, not characters**). **The Abstract has to say more about the aim of study, selected methods, main findings and summary and implications of the study.**
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- If the research was supported by a grant project, identifying information should be shown at the end of the manuscript.

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- **Research study** (recommended range up to **54,000 characters** including spaces, and references). It contains the original or synthesizing the results of research of the author.
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Type font: Times New Roman, **size:** 12 (notes under line size 10), **spacing:** single line spacing (1.0). It is not necessary to insert headers, footers and numbers of pages. Notes should be written under the line not at the end of the article. Use the command Insert and subsequently Footnotes. **Abbreviations:** first time using it explain in full text, do not use them in titles, titles of tables and graphs. **Do not use formatting,** underlining the text and capital letters. **Do not divide syllables** at the end of lines. It is necessary to put **whatever picture inserted in the text** in separate jpg. file and attach together with submitted article.

Indication of tables (above the table):

Table 1

Title of table

Example:

Table 1

Compensation for Humiliation, Loss of Dignity and Injury to Feelings, 1992-1999

Level of compensation awarded	Frequency	percentages
No compensation awarded	318	16.1
Up to \$5000	1147	58.0
Between \$5000 and \$ 10.000	398	20.1
Over \$10,000	115	5.8

Note. Reprinted from *Employment Relations in New Zealand* (2nd ed., p 98) by E. Rasmussen, 2009, Pearson. Copyright 2009 by Erling Rasmussen

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APA STANDARDS

References in the text:

Surname of the author or authors, then the year of publication, e.g. (Carver & Scheier, 1994). If it is a literal quote in quotation marks, the page is also given, e.g. (Carver & Scheier, 1994, 253). Regardless of the medium of the source, all sources with three authors or more are now attributed using the name of the first author followed by “et al.” The only exception to this occurs when doing so would create ambiguity (e.g., if two papers have first-listed authors with the same name). In these cases, list as many names as needed to differentiate the papers, followed by “et al.” If more than one source is given in parentheses, they must be separated by a semi-colon and sorted alphabetically by authors’ name. The list of literature is given at the end of the article sorted alphabetically by authors’ name. In the case of collective outputs, all co-authors shall be indicated.

Print sources

1. Citation of monograph (including text-book)

- Hloušková, L. (2008). *Proměna kultury školy v pedagogických diskurzích*. Brno: Masarykova univerzita.
- Zounek, J., & Šedřová, K. (2009). *Učitelé a technologie. Mezi tradičním a moderním pojetím*. Brno: Paido.
- Pol, M., Rabušicová, M., & Novotný, P. (2006). *Demokracie ve škole*. Brno: Masarykova univerzita.
- Malewski, E. (Ed.). (2012, in press). *Curriculum studies handbook: The next moment*. New York: Routledge.
- Maňák, J., & Janík, T. (Eds.). (2005). *Orientace české základní školy*. Brno: Masarykova univerzita.

2. Citation of study in monograph (including text-book):

- Miková, M., & Janík, T. (2007). Pořizování videozáznamu jako metoda sběru dat. In R. Švaříček, & K. Šedřová, et al., *Kvalitativní výzkum v pedagogických vědách* (pp. 192–201). Praha: Portál.
- Kolář, J., Nehyba, J., & Lazarová, B. (2011). Osobnostně sociální rozvoj – o významu pojmu optikou pedagogického diskursu. In T. Janík, P. Knecht, & S. Šebestová, *Konference České asociace pedagogického výzkumu* (pp. 349–355). Brno: Masarykova univerzita.

3. Citation of study in periodical published

- Šedřová, K. (2012). Žáci se smějí učitelům: Podoby a funkce školního humoru zaměřeného na učitele. *Pedagogická orientace*, 22(1), 41–65.
- Pol, M., Hloušková, L., Novotný, P., & Sedláček, M. (2012). Profesní dráha ředitelů základních škol: od fáze profesní jistoty k novým výzvám. *Studia pedagogica*, 15(1), 65–84.

- Veenman, M., Wilhelm, P., & Beishuisen, J. (2004). The relation between intellectual and metacognitive skills from a developmental perspective. *Learning and Instruction*, 14(1), 89–104.

4. Citation of monothematic periodical

- Chval, M., Michek, S., & Pol, M. (Eds.). (2010). *Evaluace ve škole* [Special issue]. *Orbis scholae*, 4(1).

5. Citation of Theses and Dissertations

- Trnkova, K. (2007). *Malotřídn školy a faktory ovlivujc jejich fungovn* (Dissertan prce). Available from https://is.muni.cz/auth/th/8942/ff_d/cele-po_korekci.pdf
- Valenta, M. (1996). *Tvorba uebnic djepisu pro mentln retardovan žáky* (Dissertan prce). Olomouc: Pdf UP.

Electronic sources

1. Electronic monograph

- Larsson, E. (Ed.). (2010). *Playing reality*. Available from [http://interactingarts.org/pdf/Playing%20Reality%20\(2010\).pdf](http://interactingarts.org/pdf/Playing%20Reality%20(2010).pdf)
- Jandova, R. (Ed.). (2007). *Svt vchovy a vzdlvn v reflexi souasnho pedagogickho vzkumu* [CD-ROM]. České Budjovice: JU.

2. Study in the electronic monograph (text-book)

- Lappi, A. P. (2010). Contra-moral of Play. In E. Larsson (Ed.), *Playing reality* (pp. 193–203). Stockholm: Interacting Arts. Available from [http://interactingarts.org/pdf/Playing%20Reality%20\(2010\).pdf](http://interactingarts.org/pdf/Playing%20Reality%20(2010).pdf)

3. Study in e-journal

- Doekal, V. (2012). Prožitkove, zžitkove, nebo zkušenostn uen? *E-pedagogium*, 12(1), 9–17. Available from http://www.pdf.upol.cz/fileadmin/user_upload/PdF/e-pedagogium/2012/E-pedagogium_1_-_2012.pdf

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STN ISO 690 STANDARDS

1. Citation of monograph (1 – 3 authors)

ČELOVSKÝ, Bořivoj. *Mnichovská dohoda 1938*. Ostrava : Tilia, 1999, s. 265.

GEBHART, Jan – KULÍK, Jan. *Druhá republika 1938 – 1939*. Praha : Paseka, 2004, s. 77.

2. Citation of monograph (3 and more authors)

VÝROST, Jozef et al. *Aplikovaná sociální psychologie I*. Praha : Portál, 1998, s. 56-58.

3. Citation of text-book, year-book, anniversary volume as unit

BYSTRICKÝ, Valerián (Ed.). *Slovensko v politickom systéme Československa : Materiály z vedeckého sympózia Časť 11. – 13. novembra 1991*. Bratislava : Historický ústav SAV, 1992.

Slovenská veda : zborník zo 14. medzinárodnej konferencie. Ed. Elena Nedorostová. Bratislava : Veda, 2001.

4. Citation of study in text-book, year-book, anniversary volume

ZELENÁK, Peter. Maďarská menšina v geopolitických reláciách Slovenska. In PEKNÍK, Miroslav (Ed.). *Pohľady na slovenskú politiku: Geopolitika – Slovenské národné rady – Českoslovakizmus*. Bratislava : Veda, 2000, s. 199-227.

5. Citation of study in periodical published

BYSTRICKÝ, Valerián. Nacistické Nemecko a vznik Slovenského štátu. In *Vojenská história*, 2001, roč. 5, č. 2, s. 41-61.

6. Citation of periodical

Karpathen Post, 30. august, 1919, č. 35, Was wir fordern.

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ČELOVSKÝ, B. *Mnichovská dohoda...*, s. 26.

8. Citation of archive source

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