



SPORT – SCIENCE AND PRACTICE

INSTRUCTIONS FOR THE AUTHORS

The scientific journal SPORTS – SCIENCE AND PRACTICE is an official publication of the College of Sports and Health from Belgrade. It publishes original scientific, specialized and review papers, as well as patents from areas analogous with sports and health.

All the papers are submitted to a twofold proofreading and editing (the identity of the editor and author are unknown until the publishing of the papers). Papers submitted to the editor cannot be published in any other journal.

The manuscripts must be previously unpublished (the exceptions are abstracts from scientific conferences, lectures and academic theses), and not undergoing editing in another journal. When the manuscript is accepted for publication, it must not be published in another journal in Serbian, English or any other language.

A cover letter is sent with the manuscript, its aim being to present the authors and point to the essence, significance and original scientific and professional contribution of the paper. The letter is to include the first and last names of the authors, the affiliation, academic title and position, email and postal addresses.

The manuscripts are submitted to the editor in electronic form. After reading the manuscript, the editor makes a decision regarding further proceedings. The manuscript is sent to the reviewers or back to the author with appropriate comments, or rejected. A paper is not accepted for publication if it does not comply with the standards of the journal, if the topic of the paper is not relevant, or if a paper with a similar topic has already been published in the journal.

All manuscripts undergo editing. The identity of the reviewer and author is anonymous (*double-blind review*). There are two reviewers for each manuscript, from the relevant scientific area. After the review, the manuscripts are accepted for publication or refused, or returned to the authors for changes according to reviewers' suggestions.

The papers are sent in *MS Word*, using the *Times New Roman 12pt* font. The papers are written in Serbian and English and should not exceed 15 pages, including all tables, diagrams, charts, graphs and references. The texts are usually monospaced, and all four margins (upper, lower, left and right) are 3 cm.

THE STYLE AND STRUCTURE OF THE TEXTS

The following format is used for writing original scientific papers: INTRODUCTION, METHOD, RESULTS, DISCUSSION, CONCLUSIONS, REFERENCES.

The bibliographical-speculative method is used and deviations from the suggested structure for original research papers are allowed, while the author will adapt the structure to the contents of the prepared material, taking into account the proper marking of chapters and subsections. The numbering is the same as with the original papers (1. XXXX, 2. YYYY, 2.1. Yyyy, 3.2. Yyyy, etc.). Every claim, new classification or synthesis of previous findings should be based on the results of the research. It is also necessary to found every claim, new classification, or synthesis of knowledge on the results of the hitherto research.

THE TITLE OF THE PAPER

The title should contain the following information:

- ~ a precise and informative title which does not contain abbreviations
- ~ in the case of empirical scientific papers, it is necessary to specify the variables and the nature of their links with the title
- ~ the first and last names of all authors, without their titles
- ~ the institution where the author works, as well as the city and state, should be noted underneath the name of every author
- ~ a footnote notes the email address of the author for possible correspondence

SUMMARY AND KEY WORDS

The summary should include a general review of the topic. It must contain a defined aim and objective of the paper, a short description of the applied research proceedings and the most relevant results. The summary should be from 150-200 words.

Up to 5 key words are given below the summary.

INTRODUCTION

The introduction should contain a short review of the relevant research. All the used bibliographical sources are to be mentioned in the references at the end of the article, as well as in the text, noting the last names of the author and the year of publishing in parentheses. For example: (Lazarević and Havelka, 1981). Bibliographical sources SHOULD NOT be mentioned in the text in a footnote.

The topic and aim of research should be precisely defined, as well as the scientific validity and professional relevance of the researched topic.

In order for the paper to be more understandable to less informed readers, the editorial staff recommends that a short explanation of the basic concepts is given in this segment of the paper.

THE METHOD

This part should give a detailed description of the methodological procedure which would enable other researchers to repeat the testing.

It should contain the following subtitles: samples, variable, techniques for data collecting, testing procedures, statistical analysis.

Every instrument used (survey, interview, scale, test et al.) must be shown in its integral form or illustrated in a shortened version.

RESULTS

In this part, it is necessary to concisely show the most important results, with short and clear instructions. It is possible to separate several parts, depending on the nature and complexity of the data. If shorter parts are used, it is necessary to label them precisely.

The results need to be presented and statistically processed (avoiding raw data). In the aim of a better assessment of results, it is optimal to use tables, graphs and images, and not repeat the data analyzed in the text. Each table, graph or image must be clearly numbered and mentioned in the text. For example Image 1, Graph 1, Table 1, Table 2, etc.

Tables, diagrams and images are always numbered precisely and consistently. They are an integral part of the text, and not an addendum. The numbering and labeling of the tables, diagrams and images (the name explains the contents), are given above the diagrams.

DISCUSSION

The discussion should comment on the results of the research in regards to the initial expectations and hypotheses set in the paper. It should also be professional and based on data obtained in the research.

CONCLUSION

The conclusion contains a short description of the research, and a concise revealing of the main results, as well as the possible further line of research and the potential of a practical application of the obtained results.

REFERENCES

A reference list of the used bibliographical units is given at the end of the text according to the APA referencing model (<http://www.apa.org/journals/webref.html>).

- The bibliographical sources are quoted according to alphabetical order, using the last name of the author.
- Every bibliographical source is numbered.

Examples of papers in periodical publications (journals, bulletins, etc.)

Author, A.A., Author, B.B. & Author, C.C. (year): Title of paper. *Title of journal*, volume (number), of pages

Amanović, Đ., Milošević, M., Dopsaj, M. & Peric, D. (2006): Modeling variability of the assigned level of force during isometric contractions of the arms extensor muscles in untrained males. *Facta universitatis – Series: Physical education and sport*, 4 (1), 35-48

Examples of non-periodical publications (textbooks, monographs, scripts, books, etc.)

Author, A.A., Author, B.B. & Author, C.C. (year): *Title of research paper*. Edited by: Editor

Cohen, M. & Nagel, E. (1982): *An Introduction to Logic and Scientific Method*. Beograd: Zavod za udžbenike i nastavna sredstva

Examples of chapters in non-periodical publications (textbooks, monographs, etc.)

Author, A.A., Author, B.B. & Author, C.C. (year): *Title of chapter*. U: A. Editor, B. Editor, C. Editor, Book title (p. xxx-yyy). Edited by: Editor

Puczkó, L., Rátz, T. (2007): Trailing Goethe, Humbert, and Ulysses – Cultural Routes In Tourism, In: G. Richards, *Cultural Tourism – Global and Local Perspectives*. New York: The Haworth press, Binghamton (pp. 131-148)

Examples of references published in journals, from congresses and symposia

Author, A.A., Author, B.B. & Author, C.C. (year): Title of chapter. U: A. Editor, B. Editor, C. Editor (Eds.), *Name of conference, congress or symposium* (pp. xxx-yyy). Published by: Editor

Perić, D. (2003): Factorial structure of modern basketball. In A. Naumovski (Ed.), *International conference of sport and physical education* (pp. 256-260). Skopje: Faculty of physical culture

Designing and marking tables

- The tables must be simple and easy to understand.
- The data analyzed in the text should not be repeated in the tables.
- Refer the data mentioned in the tables to the text in the paper.
- Number the tables (for example: Table 1, Table 2).
- While marking the tables, after their numbering, make a mention of the data in the tables.
- The number and title of table are written above it.
- The tables are always marked and numbered in the same way.
- The tables are an integral part of the text.

Designing and marking diagrams

- It is desirable to include diagrams, charts, graphs, et al. in the paper.
- The data analyzed in the text should not be repeated in the diagrams.
- Refer the data in the diagrams to the text in the paper.
- Diagrams are to be listed by number (e.g.: Diagram 1, Graph 1).
- After their listing, mention the data they contain.
- The numbering and titles are noted under the diagram, chart, graph, et al.
- Diagrams are always numbered and marked in the same way.
- Diagrams are an integral part of the text.

THE REVIEW OF THE BOOK

The journal can also publish a review of the relevant professional literature from the area corresponding to sports and health recently published. The review in a clear and fundamental way points to the significance and current validity of the book, as well as a review of the most important parts and contents. The title of the review must contain information references according to APA standards, these being the last name and initials of the author, the year of publication, the title (*italics*), the publisher, place of issue. Also included are the page number, the ISBN and COBISS number. The author of the book review signs it, along with a mandatory mentioning of the affiliation.

Example of the title of a book review:

Book review

Havelka N. and Lazarević Lj. (2011). *Psychology of sports management*. Publisher: College of Sports and Health, Belgrade, Serbia; 384 pages; ISBN 978-83687-14-5; COBISS.SR-ID 184385036

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Please send papers to the following email addresses: [anakrstic@vss.edu.rs](mailto:anakrstic@vss.edu.rs) or [marijana.mladenovic@vss.edu.rs](mailto:marijana.mladenovic@vss.edu.rs)