**TITLE** (*Font*: 14, Times New Roman, UPPERCASE, Bold; *Paragraph*: Centered, single spaced)

***Name Surname1, Name Surname2, Name Surname3***

1Complete details regarding affiliation, email: conf.etf@ugd.edu.mk

 (*Font*: 12, Times New Roman, Regular; *Paragraph*: Centered, Single spaced)

The article should not be shorter than 6 pages and max 10 pages including all parts: text, notes, tables, charts, pictures, schemes and references. Strictly following this template is mandatory!

Paper size: A4 (21.0 cm by 29.7 cm); Margins: Top: 2,5 cm; Bottom: 2,5 cm; Left: 2,5 cm; Right: 2,5 cm; Header: 1.25 cm; Footer: 1.0 cm;

# Abstract (*Font*: 12, Times New Roman, Bold; *Paragraph*: Justified, Single spaced)

*The length of the abstract should be of 100 to 200 words and highlight the main aims and findings of the paper*(*Font*: 10, Times New Roman, Italic; *Paragraph*: Justified, Single spaced)

# Key words (*Font*: 10, Times New Roman, Bold; *Paragraph*: Justified, 6 pt spaced after and before)

Provide 3- 6 *words*. (*Font*: 10, Times New Roman, Italic; *Paragraph*: Justified, Single spaced)

**Introduction (Titles *Font*: 12, Times New Roman, Bold; *Paragraph*: Justified, 10 pt spaced after and before)**

Describes the general perspective of the paper and it ends by stating the main objectives of the research. Also it should contain details regarding the scope of the research, the reasons of carrying out the research and about the data used**. (Body text *Font*: 12, Times New Roman, Regular; *Paragraph*: Justified, 10 pt spaced after and before)**

**1. Literature review (Body text *Font*: 12, Times New Roman, Regular; *Paragraph*: Justified, 10 pt spaced after and before)**

Should contain a literature review survey regarding the main research topics in where the author should compare and contrast with what has been done on writing, or is currently being researched and highlighting the place of the current research..

**2. Section title (Body text *Font*: 12, Times New Roman, Regular; *Paragraph*: Justified, 10 pt spaced after and before)**

The section title should be relevant for the text content

**Tables:** Each table should have a title (caption) and the data source should be provided .

**Table 1 Caption** (*Font*: 11, Times New Roman, Bold; *Paragraph*: Centered, Single spaced)

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Source: author based on……

As the proceedings will be published electronicly, to achieved good visibility all ***graphs*** must use simple graphic elements. ***Colours are allowed, however too many colours are not advisable***. **Graphs, Illustrations and Photographs** should be included as fig. x. in **color** or **grayscale** and contain the source of the data.

**Fig. 1 …….** (*Font*: 11, Times New Roman, Bold; *Paragraph*: Left, Single spaced)

Source: ….. (*Font*: 11, Times New Roman, regular; *Paragraph*: Left, Single spaced)

**Conclusions (Body text *Font*: 12, Times New Roman, Regular; *Paragraph*: Justified, 10 pt spaced after and before)**

It should contain a relevant discussion of the overall coverage of the paper and concluding remarks.

**References (*Font*: 12, Times New Roman, Bold; *Paragraph*: Justified, Single spaced)**

The ***list of references*** has to be ordered alphabetically according to the family names.

To make the text easier to read, we recommend only indicating the **full reference** (see below) when naming a source for the first time. In this case it should be indicated as featured in the list of references. All other indications of source can be **shortened** (see below). The information is consistently listed in the footnotes.

**Basic arrangement of reference information:** Surname, First name: *Title*. *Subtitle.* Publisher: Place Year, Pages.

If not published as a stand-alone work: Surname, First name of author: “Title. Subtitle”. In: Surname, First name of editor(s) (ed(s).): *Title*. *Subtitle.* Publisher: Place Year, Pages.

The author’s surname is indicated first, the year of publication last, unless pages are indicated, in which case they come last. Surname(s) and first name(s) are separated by commas to avoid ambiguities, e.g. ‘Green, John’.

A work by **several authors/editors** is not referenced in alphabetical order but in the order featured in the work itself. First names should be written in full wherever possible. The authors are separated by /. If there are **more than three authors/editors**, only the first-named is referenced. All others are referred to as ‘et al.’ If the **author cannot be identified**, a source is referenced by its editor and included with the editor’s name in alphabetical order in the list of references. If **neither author nor editor** can be identified, the source is referenced with its title in alphabetical order.

**Monographs**

1. Enders, Judith C.: *Wissensnetzwerke in der Klimapolitik*. Peter Lang: Frankfurt a.M. et al. 2008, p. 55-56.

**Essays in collected works**

1. Petersen, Andreas: “Jugend auf den Kampfplätzen des untergehenden Berlin 1932”. In: Müller Yves/Zilkenat Reiner (eds.): *Bürgerkriegsarmee. Forschungen zur nationalsozialistischen Sturmabteilung (SA).* Peter Lang: Frankfurt a.M. et al. 2013, pp. 63-92.

**Monographs and collected works in series**

1. Clark, Stephen R.L.: *Philosophical Futures*. (Beyond Humanism: Trans- and Posthumanism. Jenseits des Humanismus: Trans- und Posthumanismus 2). Peter Lang: Frankfurt a.m. et al. 2011.

**Essays in series of collected works**

1. Jakupec, Viktor / Meier, Bernd: “Educational Policies, Ideologies, Politics and Aims as a Basis for Social Differentiation”. In: Kirchhöfer, Dieter / Uhlig Christa (eds.): *Bildung und soziale* ***Differenzierung in der Gesellschaft*. (Gesellschaft und Erziehung. Historische und systematische Perspektiven 9). Peter Lang: Frankfurt a.M. et al. 2012, pp. 73-90.**

**Articles in journals**

1. Matlen, Bryan J. / Klahr, David: “Sequential effects of high and low instructional guidance on children’s acquisition of experimentation skills: Is it all in the timing?”. *Instructional Science* 41(3), 2013, pp. 621-634.

**Citation systems**

**Square brackets with the number of the reference in the References** should be used in citations to mark: omissions, alterations or remarks, e.g. [1]. Since **round brackets** frequently already feature in cited text, they should not be used in secondary text sections. **Paraphrases** are not separately highlighted in body text, but – as with citations – their source must be indicated. If two references are cited together then the following notation should be used: [1], [2]. If more than two references are needed that use: [4] – [7].