Basic instructions for preparing a contribution

You will submit the paper that you will register and present at the Autonomy in School symposium using an online form. Submission is possible only in electronic form via the Internet. We will not accept contributions in the form of files, but only contributions submitted in the electronic form will be considered.

Technical instructions when submitting a contribution

Let us give you some supporting points that the form will ask of you.

1. Name and surname of the author of the paper
2. Title of the paper
3. The title of the paper in English
4. Short biography of the author (up to 600 characters). The author introduces himself in a few sentences in the 3rd person singular. It must include education, position and field of research.
5. Summary in Slovenian from 100 to 250 words
6. Key words in the Slovenian language
7. Summary in English of 100 to 250 words
8. Key words in the English language
9. The text of the contribution from 15,000 to 30,000 characters with spaces (it is plain text, so pay attention to the instructions in the form when inserting the contribution). Prepare plain text with no formatting except uppercase and lowercase letters.
Enter all required information in the form. You will be able to submit the contribution itself (main text) in the space (frame) prepared for this purpose. You can copy the text directly from your text editor. Pay attention to the spaces between paragraphs and the spaces you insert to indicate a heading. The main headings in the contribution should be written in CAPITAL letters, the sub-headings should be written in plain letters. Save any spreadsheets as images and attach them. The text of the contribution does not include literature.
10. You will be able to attach images at the end of the form. There can be no more than 5 images (including possible spreadsheets and images). Depending on the amount of data, please compress the images to less than 1 MB/image. Please indicate the source next to the image or table. In the contribution itself, in the place where the image should be inserted, write e.g. "PICTURE 1".
11. List of literature (separated from the text of the paper). Enter (copy) the literature in a separate space, and keep in mind the uniform citation of the literature for your contribution. Do not number the literature, but list it alphabetically by author.
12. Name and surname of the lecturer

Submission deadline: March 25, 2024

If you have any questions or problems, please contact the symposium email address.

We wish you a successful preparation of your paper and look forward to meeting you at the symposium in Črenšovci.

Symposium preparation team

Content instructions when submitting a contribution

In the introduction, the author should describe the main problem, purpose and goals of the article. In the introduction, the contribution should show what led the author to use modern approaches and teaching challenges, or to a new research project. At the end of the introduction, indicate how you will deal with the presented problem and its practical applicability.

In the central part, the author should limit himself only to practical activities and new knowledge that he carried out or arrived at, so that the readers of the papers will be able to understand the new qualities (practical or theoretical) and new approaches that the author wanted to present in the paper. Structure the content of the text according to the type of article, break it into appropriately long and content-rounded paragraphs. Do not include contents in the article that do not contribute to the answer to the selected issue, even if you find them interesting. Do not describe software solutions in too much detail (e.g. menus). Avoid excessive numbering (e.g. full pages of indents). Pay special attention to the usage of relevant sources, to the support of statements and findings by referring to sources or your own findings.

The use of images and tables can significantly contribute to the conciseness, comprehensibility and interest of the article. The construction of tables and graphs should be simple and transparent. The display of data with pictures (graphs) is more recommended than tables. Figures and tables should complement the text, so refer to them and describe them in the article.

For data, claims and findings that are not a direct result of your work, cite the sources you cite in the list of sources used at the end of the article. By doing so, you appropriately emphasize the claims and findings, you do not claim the achievements of others, and at the same time you direct the reader to additional resources. Observe the copyright of the published works (e.g. in the case of images).

Contribute to the enforcement of professional expressions in the Slovenian language. If you refer to several sources in the article that use different terminology, unify the terms in the article (do not use different terms for the same concept).

In the conclusion, concisely state the essential findings, advantages and disadvantages of the proposed solutions or findings, limitations, open problems and proposals for future professional and research work. The conclusion should not be a summary of the article. In conclusion, the content of the text can be combined with selected works of other authors.

Citation of literature

Choose the resources you use carefully. List only the sources used in the article to which you refer.

All sources cited in the text must be listed in the list of cited sources and vice versa - everything found in the list of sources must also be located somewhere in the text itself. You can also help yourself with the article Citing and citing sources according to the 7th version of APA standards (UL PeF Library).

We do not number the sources and do not add markers (bullets) in front of them, but rather list them as new paragraphs, whereby the second and other lines after it are shifted slightly to the right for the sake of transparency. Add a blank line between resources.

Examples of citing sources:

Bračun Sova, R. (2015). Art appreciation as a learned competence : a museum-based qualitative study of adult art specialist and art non-specialist visitors. CEPS journal, 5(4),141–156. http://www.cepsj.si/pdfs/cepsj_5_4/cepsj_pp_141-157_bracun%20sova.pdf

Demšar, E. (2019). Redukcionizem, samorazumevanje in učinki zankanja v kognitivni znanosti. V T. Strle, T. Kolenik in O. Markič (ur.), Kognitivna znanost: zbornik 22. Mednarodne multikonference Informacijska družba – IS 2019 (zv. B, str. 17–20). Institut "Jožef Stefan". http://library.ijs.si/Stacks/Proceedings/InformationSociety/2019/IS2019_Volume_B%20-%20Kognitivna%20znanost.pdf

Grčar, A. (23. 4. 2020). Citiranje in navajanje virov po 7. verziji APA standardov. https://vodici.pef.uni-lj.si/subjects/guide.php?subject=apa7

Joyce, B., Weil, M. in Calhoun, E. (2000). Models of Teaching. Allyn and Bacon.

Mlinar, K. (2019). Spoštovanje drugega kot drugačnega v javni osnovni šoli [Doktorska disertacija, Univerza v Ljubljani, Pedagoška fakulteta]. PeFprints. http://pefprints.pef.uni-lj.si/5587/

Valenčič-Zuljan, M. (2004). Pojmovanje učiteljeve in učenčeve vloge pri pouku kot del učiteljeve profesionalne opreme. V B. Marentič-Požarnik (ur.), Konstruktivizem v šoli in izobraževanje učiteljev (str. 113–127). Center za pedagoško izobraževanje Filozofske fakultete.