

International Conference on:

***Local community safety policy in Poland, Europe and around the world.  
Local governments' cooperation with the police and other organizations  
in striving for the creation of a safe space***

Kielce, Tuesday 8th - Wednesday 9th May 2012

**Editorial note**

The paper should be sent to [kubickirad@wp.pl](mailto:kubickirad@wp.pl) until 31<sup>st</sup> May 2012 or delivered to dr Radosław Kubicki on CD during the conference. The conference paper should follow the requirements listed in the editorial note.

- the paper should have the same content in its Polish and English versions. Non-Polish authors are requested to submit the paper in English only;
- each paper should be accompanied by a brief abstract (about ½ page), one version in Polish and the other in a language other than that of the paper itself. Non-Polish authors are requested to deliver the abstracts in English, and in one of the following languages - Polish, German, Russian or French;
- the title of the paper should be in Polish, and in the language of the paper and the foreign abstract. Non-Polish authors are not required to translate the title into Polish;
- the length of the paper with its abstracts should be up to 40 000 characters including spaces;
- 2-cm margins;
- the type of the main paper and abstracts – Times New Roman, 12; 1,0 line interline;
- the footnotes at the bottom of the page with abbreviations in Latin (ibidem, idem, eadem), the type of the footnotes – Times New Roman, 10; 1,0 line interline;
- the footnotes referring to archives should contain the name of the archives, the name of the archival collection, the shelf mark and page/card numbers- normal typeface, e.g.:
  1. The Central Archives of Modern Records In Warsaw, The Archives of Polish Socialist Party, shelf mark 305/I/v.1, sub volume.12, p. 9-10a.
  2. Central Archives of Historical Records in Warsaw, The Government Commission of the Interior, shelf mark 6231, p. 172-173.

3. The State Archives in Radom, the Board of State Premises, shelf mark 4943, p. 55-56.
- the footnotes referring to a single author's book should contain: (the author's name, the title of the book (*in italics*), the place and year of the edition and the page(s) numbers e.g.
    4. R. M. Czarny, *Sweden - Poland the European Union*, Warsaw 2002, p. 19.
    5. W. Saletra, *Krakowskie i sandomierskie w czas powstania listopadowego. Administracja, wysilek zbrojny, postawa społeczeństwa*, Sandomierz 2006, p. 271.
    6. P. Johnson, *A History of the Jews*, New York 1987, pp. 273-274.
  - the footnotes referring to collective publications should contain: the name of the author of the paper, the title of the paper (*in italics*) and then (after [in:])
    7. R. Kubicki, *The city of Opatów and Opatów landed estates under Austrian rule (1794-1809)*, [in:] *Die galizische Grenze 1772-1867: Kommunikation oder Isolation?*, eds. Ch. Augustynowicz, A. Kappeler, Wien 2007, pp. 103-104.
    8. D. Kupisz, *Projekt organizacji obrony terytorialnej księcia Krzysztofa Zbaraskiego z 1624 roku i jego realizacja przez samorząd szlachecki województw małopolskich*, [in:] *Nas społeczeństwem staropolskim*, t. 2: *Polityka i ekonomia – społeczeństwo i wojsko – religia i kultura w XVI-XVIII wieku*, eds. D. Weredy, Siedlce 2009, pp. 173-174.
  - the footnotes referring to scientific journals should contain the author's name, the title of the paper (*in italics*), the title of the journal (*in italics*), the year, the volume
    9. R. Y. Hazan, G. Rahat, *Israeli party politics. New approaches, new perspectives*, "Party Politics", vol. 14, no. 6, pp. 659-661.
    10. L. Ampleman, *Arctic mobility versus polar transportation: how far is the Far North and for whom?*, "Studia Humanistyczno-Społeczne", t. 5, 2011, p. 155.
  - the footnotes referring to newspaper publications should contain: the name of the author, the title of the article (*in italics*), the title of the newspaper or magazine (*in inverted commas*), the number, the date of the publication (for daily and weekly magazines- the number, day, month and year; for the monthly and quarterly – the number, month, and year) and page numbers, e.g.:
    11. F. Zakaria, *How will Obama handle Ryancare*, "Time", vol. 177, no. 15, 18 April 2011, p. 39.
    12. J. Paradowska, *Jak hartował się Waldemar Pawlak*, „Polityka”, nr 40(2574), 7 October, 2006, p. 31.
  - when referring to several works by the same author the following procedure/protocol should be followed: the first and the last name of the author, abridged title- without suspension points, written in italics for instance referring to example number 4 above:
    13. R. M. Czarny, *Sweden*, p. 270.
    14. Ibidem, p. 273.

- footnote references to the Internet should include if possible the author's name, the title (in italics) , and above all the exact address of the website and the date of access:

17. D. D. Kirkpatrick, *19 Americans in Egypt face trial in inquiry over funding*, [http://www.nytimes.com/2012/02/06/world/middleeast/egypt-will-try-19-americans-on-criminal-charges.html?\\_r=1&hp](http://www.nytimes.com/2012/02/06/world/middleeast/egypt-will-try-19-americans-on-criminal-charges.html?_r=1&hp) [05.02.2012].

- references to legal acts published in the Journal of Laws the full name of the act together with the date of enacting the bill should be given, then the year, the number, the position and the page number:

18. *Ustawa z dnia 15 lipca 2011 r. o kontroli w administracji rządowej*, Dz. U., 2011, nr 185, poz. 1092, p. 10614-10624.

19. *Ustawa z dnia 24 lipca 1998 r. o zmianie niektórych ustaw określających kompetencje organów administracji publicznej - w związku z reformą ustrojową państwa*, Dz. U., 1998, nr 106, poz. 668 ze zm.

- quotations used in the paper should be written in inverted commas, normal typeface
- illustrations, charts and graphs should be numbered and have their titles placed above them, and their sources below.
- any (relevant) graphics should be prepared for direct use without further processing. They should be embedded in the paper and also sent as separate files in JPEG or TIFF format. Illustrations are in grey hues or black and white, not color.