

YARS Editorial Guidelines¹

References should cover solely the items referred to or cited in the text, no papers cited from a secondary source should be included in the references. In each reference item the author must include its assigned DOI no. (if applicable) (<http://www.crossref.org/guestquery/>).

All legislative and judicial acts, administrative decisions, author's own comments, etc. should be included as footnotes.

References to legal/economic scholarship, instead, should be formatted as in-text citations, in accordance with the following rules:

- **single author's work:** always give the author's surname and publication date (no matter how many times the work is cited); when referring to more than one work by a given author published in the same year, add consecutive letters of the alphabet after the date (this rule also applies to the other types of publications listed below), e.g.: (Kowalski, 2001); (Kowalski, 2001a);
- **a work by two authors:** always give both authors' surnames and publication date (no matter how many times the work is cited); authors' surnames should always be connected with "and", even in the case of foreign-language publications, e.g.: (Kowalski and Nowak, 2001); (Kowalski and Nowak, 2001a);
- **a work by 3–5 authors:** when citing for the first time, mention the surnames of all authors, separating them by commas and inserting "and" between the last two surnames; when citing again, mention the first author's surname with the abbreviation "et al.", e.g. for the first time: (Kowalski, Nowak and Jones, 2001); (Kowalski, Nowak and Jones, 2001a); and then: (Kowalski et al., 2001); (Kowalski et al., 2001a);
- **a work by 6 or more authors:** mention the first author's surname only (both for first and all subsequent citations), other authors should be replaced by the abbreviation "et al."; include surnames of all authors in the references, e.g.: (Kowalski et al., 2001); (Kowalski et al., 2001a);
- **citing several works simultaneously:** publications should be listed alphabetically (by the first author's surname); several works by the same author should be separated by a comma; individual publications by various authors must be separated by a semicolon, e.g.: (Kowalski, 2001; Nowak and Kowalski, 2002); (Kowalski, 2001, 2002a; Nowak and Kowalski, 2002);
- use secondary citations in the text only, the references should include only the source read; works should be separated by a semicolon, e.g.: (Kowalski, 2001; cited in Nowak, 2002).

Quotations in the text should always be put in quotation marks, with the author's/authors' surname(s), publication year **and page number** as follows: (author/authors, publication year, page number), e.g.: (Kowalski, 2000, p. 67) or (Kowalski and Nowak, 2001, p. 3), or (Kowalski, Nowak and Jones, 2001a, p. 3).

At the end of the paper, authors should include a list of references. References should be sorted alphabetically by the first author's surname (works by the same author should be given in the alphabetical order of the titles of works) in the following format:

- **Single author's book:**
Kowalski, J. (2000). *Book title*. Publication place: Publisher, <http://dx.doi.org/> insert DOI number assigned to the publication.

¹ based on: Perrin, R. (2009). *Pocket Guide to APA Style*. Boston: Wadsworth.

- **Books by many authors:**
Kowalski, J., Nowak, J. and Wiśniewski, A. (2001). *Book title*. Publication place: Publisher, <http://dx.doi.org/> insert DOI number assigned to the publication.
- **Edited books:**
Kowalski, J. (ed.). (2000). *Book title*. Publication place: Publisher, <http://dx.doi.org/> insert DOI number assigned to the publication.
- **Chapters in books:**
Kowalski, J. (2002). Chapter title. In: J. Nowak (ed.), *Book title* (vol. 1, pp. 1–5). Publication place: Publisher, <http://dx.doi.org/> insert DOI number assigned to the publication.
- **Journal articles:**
Kowalski, J. (2001). Article title. *Journal title, volume*(number/issue), 1–5, <http://dx.doi.org/> insert DOI number assigned to the publication.
- **Journal articles – more than one author:**
Kowalski, J., Nowak, J. and Wiśniewski, A. (2001). Article title. *Journal title, volume*(number/issue), 1–15, <http://dx.doi.org/> insert DOI number assigned to the publication.
- **Newspaper/magazine articles:**
Kowalski, J. (2001). Article title. *Newspaper/magazine title*, day or month of the publication, <http://dx.doi.org/> insert DOI number assigned to the publication.
- **Presentations/speeches/lectures:**
Kowalski, J. (2001). *Presentation/speech/lecture title*. Presentation/speech/lecture delivered at, Place of conference.
- **Reports:**
Institution. (2001). Report title. Publication place: Institution, <http://dx.doi.org/> insert DOI number assigned to the publication.
- **Books in press:**
Kowalski, J. (in press). *Book title*. Publication place: Publisher.
- **Articles in press:**
Kowalski, J. (2001). Article title. *Journal title, volume*(number/issue).
- **Unpublished works:**
Kowalski, J. (2001). *Work title*. Unpublished Ph.D. dissertation, Name of University, Place.
- **Internet sources – article:**
Kowalski, J. (2001). Article title. *Journal title, volume*(number/issue), pages. Retrieved from: insert www address (insert date of access dd.mm.yyyy).
- **Internet sources – book:**
Kowalski, J. (2000). *Book title*. Retrieved from: insert www address (insert date of access dd.mm.yyyy).

In addition,

- 1) **cf.** should be written in plain text,
- 2) **see** should be in plain text, without comma,
- 3) use **para.** as the abbreviation of paragraph and **paras.** for paragraphs,
- 4) mark quotations in the following way: ‘I said this was a "mashup" and he agreed’,
- 5) bold for emphasis.