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**TITLE (FONT STYLE: CALIBRI, SIZE: 16 pt, BOLD, UPPERCASE LETTERS, CENTRE ALIGNED)**

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**ABSTRACT (font style: Calibri, size: 14 pt, bold, uppercase letters, left aligned)**

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A brief summary of the content of the article in English, up to 500 characters. (font style: Georgia, size: 12 pt, justified). For texts in English, abstract in Polish.

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**Key words: 4-5 keywords in English (Calibri, 12 pt, bold, left aligned)**

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**PREFACE / Introduction (CALIBRI, 14 pt, bold, UPPERCASE LETTERS, left aligned)**

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For the article please use Microsoft© Word 97-2013 text editor or a different editor which allows to save files in the ".doc" or ".docx" formats.

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**Name of the chapter (FONT STYLE: CALIBRI, 14 pt, BOLD, UPPERCASE LETTERS)**

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Individual sentences (phrases) can be highlighted by being put in **bold**. Do not underline text for highlighting.

The whole article should not exceed **15 standard typed pages** (27 000 characters).

Papers that do not meet editorial requirements will not be accepted for review.

**Bibliography** must strictly follow the **"Harvard style"**.

**Examples:**

As rightly pointed out by Leszek F. Korzeniowski (2012, p. 76), "Safety is an objective condition which consists in the absence of threat, perceived subjectively by individuals or groups."

The most universal definition of safety should be one that recognizes safety as an objective condition which consists in absence of threat, the subjectivity of which results from individual perception by persons or groups (Korzeniowski, 2012, p. 76).

Where there are **three or more authors** please give the name of the first one, and use the Latin abbreviation "et al.", for example:

(Černoch F., et al., 2012, p. 24).

If you refer to **several works by the same author published in the same year**, please add lowercase letters "a", "b", "c", "d", etc. following the publication date:

(Kister, 2011 a, p. 361)

(Kister, 2011 b, p. 192)

In instances where the author's name is absent in a publication, please provide the first word of the title or a unique abbreviation (acronym):

(Dictionary, 2009, p. 35) or (STBN, 2009, p. 35)

References to legislation:

(Law of 29.08.1997, Article 23) or (ODO Law, Article 23).

**Tables, figures, diagrams, charts** must be included in the text, centre aligned, numbered and described.

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Width of tables and other graphic materials must not exceed 16 cm.

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Tab. 1. **Title of the table**  (font style: Calibri, size: 10 pt, bold)

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For online publications you **must** provide the complete address where the cited text is available and also the date of access.

**Monographs:**

Korzeniowski L.F. (2012), *Podstawy nauk o bezpieczeństwie*, Warsaw, Difin.

Černoch F., Kister Ł., Ocelík P., Osička J., Smyrgała D., Zapletalová V. (2012), *Shale Gas in Poland and the Czech Republic: Regulation, Infrastructure and Perspectives of Cooperation*, Brno, Masaryk University in Brno, International Institute of Political Science. Accessed at: [http://www.iips.cz/data/files/Publikace/Shale\_Gas.pdf](http://muni.us2.list-manage.com/track/click?u=cb45b8c8874c1418e0c82fe14&id=429b498561&e=30ccc58d0c), [20.05.2013].

**Chapters in monographs:**

Kister Ł. (2011 a), *Wojna informacyjna z terroryzmem – próba zdefiniowania*, (in:) Jakubczak R., Radziejewski R. (ed.): *Terroryzm a bezpieczeństwo państwa w erze globalizmu*, Warsaw, Wojskowa Akademia Techniczna, pp. 349-374.

Kister ‎Ł. (2011 b), *Monitoring gości w obiektach hotelarskich – zapewnienie właściwej równowagi pomiędzy bezpieczeństwem a prywatnością*, (in:) Liedel K., Piasecka P. (academic ed.): *Bezpieczeństwo Mistrzostw Europy w Piłce Nożnej Euro 2012*, Warsaw, Difin, pp. 188-206.

**Articles in journals:**

Matis J. (2008): *Socjalno-pedagogickie aspekty pripravy bezpiečnostneho manažera*, "Securitologia", No. 7.

**Other:**

*Słownik terminów z zakresu bezpieczeństwa narodowego* (2009), Warsaw, Akademia Obrony Narodowej.

**Legal acts:**

(Law of 29.08.1997 *on data protection*  (Journal of Laws No. 133, item 883, as further amended).

1. References, translations, additional comments should be placed in sequentially numbered footnotes.

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