



# JOURNAL "THE HOLISTIC APPROACH TO ENVIRONMENT"

ISSN 1848-0071

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## INSTRUCTIONS FOR AUTHORS

The journal "The Holistic Approach to Environment" is an open access peer-reviewed scientific journal that publishes papers from various fields of scientific research related to the responsible and ethical use of natural resources and human knowledge. The journal is interdisciplinary and presents current scientific, technological, theoretical and practical insights and achievements in the field of air, soil and water protection, waste management, energy efficiency, renewable energy sources, the impact of hazardous substances on humans, flora and fauna, and integrative bioethics.

The journal "The Holistic Approach to Environment" is dedicated to ensuring the highest standards of publication ethics. Before submitting the paper, authors should consult "[Publication ethics and malpractice statement](#)", document established by the "Association for Promotion of Holistic Approach to Environment", as a publisher of the journal "The Holistic Approach to Environment".

The submitted **paper must be unpublished, should not be currently under consideration for publication elsewhere** and must be written and prepared according to the following instructions:

**Paper title:** capital letters, Times New Roman, bold, 16 pt.

**Authors:** give full name and surname of all authors, Times New Roman, Bold, 12 pt.

**Affiliations:** Institution, City, Country. In case of different affiliations, use \*, \*\* after the author's names. Times New Roman, 11 pt.

**Corresponding author:** Name and surname, e-mail:..... Times New Roman, 12 pt.

**ABSTRACT:** The abstract should state briefly the purpose of the paper, the principal results and major conclusions. It should not exceed 200 words and must be written without the use of abbreviations. Times New Roman, 12 pt.

**Keywords:** provide a minimum of 3 and a maximum of 6 keywords (Times New Roman, italic, 12 pt.)

**Main text:** The paper must be written in British English. Use Microsoft® Office Word 2007 or higher. It must be in a single-column format, typed in Times New Roman, 12 pt, using double spacing on an A4 paper. Paper should not have less than 4 and more than 12 pages. Pages must be numbered. Leave a 2.00 cm margin on all sides. Align text to both the left and right

margins. Add line numbers in the margin alongside of each line of the document. The paper should be written in the 3<sup>rd</sup> person.

References should be numerated according to the sequence of appearance in the paper. The number of each reference should be inserted into the text in appropriate position using square brackets.

All papers must contain the following sections: **INTRODUCTION**, **CONCLUSION** and **REFERENCES**. Depending on the type of paper, the paper may also contain other sections, such as **EXPERIMENTAL** and **RESULTS AND DISCUSSION**. Sections should be numbered as follows: 1. 2. 3. ..., etc.).

In introduction, state the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

In experimental, describe the experiment in detail and provide sufficient information on the materials and methods used. Provide sufficient detail to allow the experiment to be reproduced.

Section Results and discussion - the results should be clearly and concisely presented. It is necessary to provide a logical explanation of the obtained results.

Conclusions of paper should be clearly and concisely presented.

**Acknowledgements** are optional and should stay in a separate section at the end of the text, after References.

The text in the sections should be logically divided into paragraphs. Use the decimal system for numbering of sections and subsections (subsections should be numbered 1.1. (then 1.1.1., 1.1.2., ...), 1.2., etc.). Any subsection may be given a brief heading. Each heading should appear on its own separate line:

**1.1. Subsection title** (Times New Roman, bold, 12 pt)

Define abbreviations when they first appear in the paper. Thereafter the abbreviation can be used.

The SI system must be used for units of measure throughout the text. Numbers and units must be separated by a space (e.g. 293.15 K, 2.2 wt.%, 1000 MPa, etc.). The only exception is angle measured in degrees (e.g. 45°). Physical quantities should be set in normal italic.

Please submit **math equations and formulae** as editable text and not as images. Each equation should be presented at the center of new line, separated from the text with a blank space above and below, and numbered consecutively in parentheses on the right side (1) . . . (n):

$$A = \frac{B}{C} + \sqrt{D} \quad (1)$$

Please submit **tables** as editable text and not as images. Tables should be placed next to the relevant text in the paper. The size of the table should be adjusted so that it can be placed on

one A4 page of the article. Try to make tables with a maximum width of 8 cm. Text and numbers in the tables must be clearly readable. Each table should be presented on a new line, separated from the text with a blank space above and below, page centred. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Table caption must be placed above respective table. Tables must be listed in the text of the paper and the captions as follows: Table 1, Table 2, etc.

Table 1. Table caption (Times New Roman, 12 pt, center)


Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the paper.

**Figures** should be placed next to the relevant text in the paper. Each figure should be presented on a new line, separated from the text with a blank space above and below, page centred. Number figures consecutively in accordance with their appearance in the text. Figure caption must be placed below respective figure. Figures must be listed in the text of the paper and the captions as follows: Figure 1, Figure 2, etc. Try to make figures with a maximum width of 8 cm. Text and numbers in the figures must be clearly readable. The recommended resolution for figures is min. 300 dpi.



Figure 1. Figure caption (Times New Roman, 12 pt, center)

**References** are cited in the language in which they have been published. They must be cited as follows:

Journals:

[1] N. Surname, N. Surname, Paper title, Journal title, Volume (Year of publication) Issue, pp. from – to.

Z. Glavaš, A. Štrkalj, Kinetic study of adsorption of heavy metals on blast furnace slag, *The Holistic Approach to Environment* 8(2018) 3, 67-73.

Books:

[1] N. Surname, N. Surname, Book title, Edition, Publisher, Country, Year of publication.

H.F. Cook, *The Protection and Conservation of Water Resources*, 2<sup>nd</sup> Edition, John Wiley & Sons Ltd., Great Britain, 2017.

Proceedings books:

[1] N. Surname, N. Surname, Paper title, Title of proceedings, ed. N. Surname, Publisher, City, Date, month and year of the conference, pp. from – to.

A. Štrkalj, Z. Glavaš, I. Gavranović, Učinkovitost adsorpcije bakar (II) iona na otpadnoj čeličnoj sačmi, Proceedings book of the 1<sup>st</sup> International Conference „The Holistic Approach to Environment”, ed. A. Štrkalj, Z. Glavaš, S. Kalambura, Udruga za promicanje cjelovitog pristupa okolišu, Sisak, 13. – 14. rujna 2018., 703-710.

Online sources:

[1] <https://hrcpo.com/> , Accessed: day, month, year.

[2] EMEP/EEA air pollutant emission inventory guidebook 2016, Technical guidance to prepare national emission inventories. European Environment Agency, 2016.  
<https://www.eea.europa.eu/publications/emep-eea-guidebook-2016>  
Accessed: day, month, year.

Graduate thesis, Master's thesis, Doctoral thesis

[1] N. Surname, Title, University name, Faculty name, City, Year.

A. Štrkalj, Sorpcija Cr(VI) i Ni(II) iona iz vodene otopine na ugljičnoj anodnoj prašini, Sveučilište u Zagrebu, Metalurški fakultet, Sisak, 2009.

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All papers will get at least two reviews through the single-blind peer review process (more details about the review process is available in the "[Instructions for Reviewers](#)"). The review process lasts approximately 4 weeks. If the paper needs to be revised, authors should submit a revised paper within the next 30 days. All changes and additions in the revised paper must be highlighted. When you submit your revised paper, your response to the reviewer's letter should indicate explicitly how you have addressed the reviewer comments. Please note that your revised paper may be returned to the reviewers for their comments and reappraisal.

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