**THE RULES OF PREPARING ARTICLES FOR SCIENTIFIC YEARBOOKS OF THE POLISH ASSOCIATION OF AGRICULTURAL AND AGRIBUSINESS ECONOMISTS**

**When preparing an article for Scientific Yearbooks of the Polish Association of Agricultural and Agribusiness Economists, please follow the instructions in the regulations of the Scientific Board of the Polish Association of Agricultural and Agribusiness Economists and the following rules.**

1. **The article should include the following elements:**
* the title, key words, descriptions of tables and figures **in Polish and English**,
* the name of the institution, abstract (max. 14 lines) and the contents of the article **in Polish**,
* a summary **in English** (max. 14 lines),
* the author’s details at the end of the article (scientific degree, place of work, address, telephone number, e-mail).
1. The article should be divided into unnumbered chapters: **introduction, research material and methodology, research results, summary and conclusion, references.**
2. References to literature in the contents of the article should include the author’s surname, the year of publication specified in the reference list – parenthesised, without a comma, e.g. **[Wiatrak 1990].** The alphabetical list of references must include: the surnames of all authors, their first names’ initials, the year of publication, colon, the title of the publication, the publishing house or the name of the journal, volume and page number.

**Example 1:**

Kłodziński M., Rosner A. 1997*: Ekonomiczne i społeczne uwarunkowania rozwoju wsi w Polsce*, SGGW, Warszawa, 5-17.

**Example 2:**

Kłodziński M., Rosner A. 1997: *Obszary wiejskie i problem agroturystyki*, Zagadnienia Ekonomiki Rolnej, nr 3, 5-17.

1. Please, prepare your article with a word processor (Word is recommended). **Black-and-white charts** should ideally be prepared in Excel (and pasted to Word as an editable Excel file or attached in a separate file). Other black-and-white attachments (figures, schemes, photos, etc.) can be created directly in Word.
2. Please, choose the **standard A4 page format**, all margins – 2.5 cm.
3. The font size in the text should be **12 pts (Times New Roman)**, **interspace – 1.5**, title and subtitles in a larger font size – 13 pts.
4. The text should be uniform (without highlights, e.g. bold type), because the editors will finally process the format.
5. The tables in Word (or Excel) format should ideally be inserted in the contents. They may be sent in separate files. The names of such files should have the author’s surname. If there are more than one file, they should be named with the same surname and consecutive numbers 1, 2, 3 (e.g. Mr X\_1, Mr X\_2).
6. If the number of a consecutive footnote is inserted in the text, it should only be written in digits, without other characters, e.g. brackets (footnotes will only be made automatically).
7. The article (including attachments) **should not be longer than 8 pages in the Word format**, i.e. 6 printable pages.
8. If the author exceeds the limit of printable pages, they will be obliged to make extra payments, depending on the number of excessive pages.
9. Please, send your articles in the electronic format to the e-mail of Wieś Jutra publishing house: biurowj@op.pl.
10. The publishing house will confirm reception of your materials with a reply e-mail – usually within 24 hours. Should you receive no confirmation, please send your article to the other e-mail: wiesjutra@poczta.onet.pl or phone the editors (22 643 82 60).