Title (Minion Pro 14pt, Style: Paper title)

Name Surname1, (Minion Pro 10pt, Style: Authors)

Name of institution, Post/Province, Country; e-mail: name.surname@fpsp.edu.rs (Minion Pro 10pt, Style: Afilation)

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***Abstract:***This document provides guidance for the technical preparation of the papers for all publicationes published by Faculty for bussiness studies anf law and Faculty of information technologies and engeneering, University "Union - Nikola Tesla", Belgrade. To format the text use the guidelines given in this manual. *Abstract must contain 300 to 500 words.*

This template is a simple scheme for easier writing of publications, and the team itself will be faster and easier to print texts.

To write in this template you already have formed styles, or you can just place the cursor at the beginning of the text and start writing your text.

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**Key word:** word, word, word, word, word, word

# Introduction (Style: heading 1)

These are the guidelines how to prepare a paper for publishing . They are written in the form at that is being described in this template:

* Paper format is **ISO B5** (176x250 cm)
* Margins - mirror marins:top 2,5cm, inside 2,5cm, outside 2cm, bottom 2cm

Text is written with fotnt Minion Pro 11pt, justified, Paragraf: before 3ptm after 3pt, Style: Text

If you have to say something additionat to same reference or to some part of the text, use Footnotes.[[1]](#footnote-1)

# Title 1 (Style: heading 1)

In this part it is descibed how to insert **Index**  for monograph publicaions. Index of term you can insert with few next steps described in the following link

* <https://www.youtube.com/watch?v=gIT_ZeI4AS0&ab_channel=MrTsingo>

## 1.1. Title 1.1. (Style: Heading 2)

In this section you can see example for inserting Table, center alignment.

Text is format minion Pro 10pt, cell is vertical alignment, center

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Column 1** | **Column 2** | **Column 3** |
| **Row 1** | Text | Text | Text |
| **Row 2** | Text | Text | Text |
| **Row 3** | Text | Text | Text |

Table 1: Sample table(Source: https://www.xxx.xx)

### 1.1.1. Title 1.1.1. (Style: Heading 3)

In this section you can see example for inserting pictures and figures, center alignment.

Each downloaded image, table, graph must have the source indicated in the signature of the image in parentheses. Look at Figure 1.



Figure 1: Figure for examlpe (Source: https://www.xxx.xx)

# 2. Title 2

In this section you can see example for inserting equation, center alignment.

 (1)

# Conslusion

In the conclusion part we will explain you how to insert Reference/citation in **APA style**. How to insert biibliography referecnes lool on following link: <https://www.youtube.com/watch?v=kEdpjsOEVVc>

When quoting a source, the key part of the reference, part of the sentence, is taken by opening the quotation marks at the beginning of the quote and closing it at the end of the downloaded part, and then putting a footnote with details about the source.

Never download entire sentences, sections or pages.

Please note that this is necessary in order not to create a high percentage of plagiarism during Software Authorship Verification

# References

1. Best way to insert **Table of Authorities** is via:
	1. Referecnces
	2. Mark Citation (in text od exact position)
	3. Insert Table of Authorities (in the end where references sholud ble placed)
2. **For a book:** author(s), (year). book title (italic), page or chapter numbers, publisher, city. (Lynch, N. A. (1996) Distributed Algorithms, Morgan Kanfmann Publisher, San Francisco.)
3. **For a journal paper:** author(s), (year). paper title, journal name (italic), volume and issue numbers, page numbers(inclusive). (Miriyala, K. and Harandi, M. T. (1991) Automatic derivation of formal software specifications from informal descriptions, IEE E Transactions on Software Engineering, Vol. 17, no.2, pp. 1126-1142.)
4. **For a proceedings paper or chapter in an edited book:** author(s), (year). paper or chapter title, volume title (italic), editor(s), volume number (if applicable), publisher, city, page numbers (inclusive)
5. **For a Web article:** author(s), (year). article title, Web site name, URL

# INDEX

I

**Index of terms** 2

**Structure of the paper**

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| --- |
| TITLEName SurnameName of institution, Post/Province, Country; e-mail: name.surname@fpsp.edu.rs**Abstract**Introduction 1. Title 1 1.1. Title .11.1.1. Title 1.1.1 2. Title 2ConslusionReferencesINDEX (only for monograph publications) |

1. Footnotes are inserted from Word Reference tab – Insert Footnote [↑](#footnote-ref-1)