

## BALTIC JOURNAL OF LEGAL AND SOCIAL SCIENCES

### THE GUIDELINES FOR AUTHORS

#### Requirements regarding manuscript preparation

- When first mentioning a person, give their first name and surname. In repeated mentions, the surname only need be given. However, if several individuals with the same surname appear in the text, then the first name should also be given in repeated mentions.
- The first line of each paragraph should be indented by 1.5 cm.
- Pages should be numbered at lower right.
- References (also to illustrations), explanations and comments should be included into a single numbering for the whole text and should be located in the bottom of each page (footnote).
- Bibliographical references should be prepared according to the following scheme: the author's surname, initials, book title, city of issue, publisher, year of issue and pages. Lists of the used or recommended literature should not be added.

**Bibliography** should be compiled according to the given samples:

#### **Monographs** (books, brochures):

Turner J. H. (1974) *The Structure of Sociological Theory*. Homewood (Illinois): The Dorsey Press.

Zepa B. (ed.). (2006) *Integrācijas prakse un perspektīvas*. Rīga: BISS.

#### **Articles in collections:**

Turner R. H. (1990) A Comparative Content Analysis of Biographies. – Oyen E. (ed.) *Comparative Methodology: Theory and Practice in International Social Research*. London, etc.: Sage Publications.

#### **Articles in magazines:**

Masaļska J. (2005) Sabiedrības integrācija Baltijas valstīs: kopīgais un atšķirīgais. *Politikas zinātnes jautājumi. IV*. Rīga: University of Latvia.

#### **Articles in newspapers:**

Strazdiņš I. (1999) Matemātiķi pasaulē un Latvijā. *Zinātnes Vēstnesis*, 8. marts. [March 8]

#### **Materials from the Internet:**

Niessen J., Huddleston T., Citron L. (2007) *Migrant Integration Policy Index*.

British Council and Migration Policy Group, September. <http://www.integrationindex.eu>. p. 104-109.

Bibliography should be compiled in the alphabetic order according to the authors' names or to the titles (at the beginning – in the Latin alphabet, at the end – in the Cyrillic alphabet).