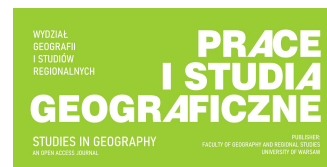


FOR AUTHORS



Aims and scope

“Prace i Studia Geograficzne” (*Studies in Geography*) is a peer-reviewed academic journal published by the Faculty of Geography and Regional Studies of the University of Warsaw. The journal publishes articles representing the leading disciplines, namely socio-economic geography and spatial management, earth and environmental sciences, as well as related sciences such as sociology, politics and administration, physical culture, architecture, and urban planning. It publishes original scientific articles of a theoretical, empirical, methodological, or review nature.

Authors are welcome to contribute to our journal.

1. Manuscript submission

Authors need to submit the text in the form and according to the publishing standards required by the Journal (tab For Authors). If the text does not comply with the publishing instructions, it will be sent back to the Author for self-correction.

Please submit the article to the XYZ platform in Microsoft Word (*.doc or *.docx) format and in *.pdf.

The text should be unpublished and not intended for publication in another journal.

The Co-authors should approve the text, since upon acceptance of the work for publication, each Co-author individually transfers the copyright to the Editor. The delivered work must not infringe on the copyrights of third parties or anyone's property rights.

Authors are required to anonymize the article and any accompanying appendices (illustrations, tables, etc.). The editorial platform provides a separate place for the authors' personalities, linked to the text and supplements.

The article should be written in correct language, preserving the rules of Polish (or English) grammar, pre-composed, i.e., figures, photographs, and tables should be in appropriate places in the text. In addition, figures should be sent in separate files in one of the following formats: *.cdr, *.doc, *.docx, *.dwg, *.eps, *.pdf, *.rtf, *.svg, *.xls, *.xlsx. Figures containing numerical and textual data should be submitted in an editable version or saved in a form that allows text extraction. Photographs should be sent in separate files in one of the following formats: *.jpg, *.bmp, *.gif, *.tif, *.png. The file names of the figures/photographs should include the figure/photograph number and its title (or a fragment of the title) following the numbering in the text – the illustration file signature template: Title_figure 1, Title_map 2, etc.

In addition, tables should be submitted in separate files in *.doc, *.docx, *.xls or *.xlsx format. The file names of the tables should include the table number and its title (or a fragment of the title) following the numbering in the text – e.g. Title_table 3.

The minimum volume of the article should not be less (including illustrations, tables, references, and abstract) than 12 pages of standard typescript (A4 format, 30 lines per page, approximately 60 character spaces per line, standard margins), but not more than 18 pages.

Before submitting the text to the Editor, it is recommended that the text be proofread linguistically and that a native speaker verify the captions provided in English.

Each text should include information about the Author(s) (name, institutional affiliation, email, ORCID).

If applicable, information about the funding sources for the research or preparing the scientific article should be provided (at the end of the document).

2. Article's structure

The first page should include:

- title of the work in English (bold, centered),
- title of the work in Polish (bold, centered),
- abstract in English and Polish (*Abstract*): up to 1000 characters (with spaces) (containing the research problem, research objectives, temporal and spatial scope of the research, methodology, possible hypotheses, most relevant results and conclusions); **each abstract should contain all elements, if possible**,
- keywords in English and Polish (*Keywords*): 4–7 words (including keywords of substance, place studied, and method – e.g., population, Warsaw, Lorenz curve).

The proper text should consist of the following:

- an introduction (introduction) containing a clearly defined research problem, references to previously published research results, and a specified research goal (or goals), methods (unless the Author intends to present methodological assumptions in a separate subsection), possibly theses,
- titled chapters (subchapters) – **unnumbered**,
- conclusions and/or summary.
- Acceptable distinctions in the text (not counting chapter titles): bold (**Bold**) font, which is reserved for one- or two-word concepts (terms), and expanded (expanded) font, which is reserved for highlighting slightly longer relevant phrases (a few words, 1–2 sentences).
- References – should be a list of sources the Author refers to in the article.

3. Text formatting

The title of the article and the titles of its individual parts (chapters) should be written in bold (**Bold**); they should not be numbered consecutively.

Main text:

- should be written in Times New Roman 12 pt. font using 1.5 line spacing and aligned on both sides (justified);
- each paragraph should begin with an indentation (tab). Tabs should be set to 0.5 cm;
- do not put a space before a period, comma, semicolon, colon, but follow a period, comma, semicolon, colon with a space;
- foreign language phrases (Latin, French etc.) are written in *italics* (italic font), for example:
 - European Social Fund – is the instrument *par excellence* for creating new jobs and employment ...
- Titles of books, poems, articles should also be written *in italics.*, e.g. *Sustainable tourism management*;
- titles of periodicals (journals, newspapers) and publishing series should also be in italics, e.g. *The Times, Stern, Der Spiegel, La Gazette, National Geographic*;
- date format: full daily date, e.g. 3 May 1791; periods in intervals, e.g. 6–9 April 1999 (semi-pause without spaces) or 1 September – 10 October 1910. (semi-pause with spaces); 2023–2024;
- use a semi-pause when giving page numbers in quotations and in the references; do not use a hyphen, for example:
 - in a quotation: Alongside these, “there is a whole range of others with greater social colouring [...] such as the individual, the group, work, wealth, property [...] These categories are fixed in language, as they are in other semiotic systems (in art, science, religion), so that thinking about the world without using these categories is as impossible as thinking outside the categories of language” (Guriewicz 2024, pp 17–18);
 - in the references: De Groot R.S., 1983, Tourism and conservation in the Galapagos Islands, *Biological Conservation*, 26, 291–300.

Tables:

- should be prepared in MS Word or MS Excel;
- all tables should be in appropriate places in the text;
- they should also be submitted in separate (editable) files in *.doc, *.docx, *.xls or *.xlsx format. File names should include the table number and its title (or a fragment of the title) consistent with the numbering of tables in the text – e.g. Title_Table 5;
- formatted tables should be maximally 15.5 cm wide in vertical layout and 23 cm x 14 cm in horizontal layout;
- the content of the table – in 9 or 10 pt font, using 1. interlineation;
- each table should have a consecutive number (written in Arabic numerals) and a concise title;
- numbers and titles of tables should be given above tables, left alignment, without a full stop at the end;

- the source should be given below the table;
- please do not use border editing, row and column shading.

Example of correct notation for tables:

Table 1. The characteristic features of the tourist space types

The type of space	The intensity of tourist movement	Tourist facilities	The main tourist function
The exploration space	Minimal	Lack	Cognitive
...
...

Source: own elaboration based on Liszewski (1995, p. 95).

Illustrations:

- all figures (graphs, charts, maps) and photographs, **of high quality**, should be in appropriate places in the text;
- in addition, figures should be submitted in separate files in one of the following formats: *.cdr, *.doc, *.docx, *.dwg, *.eps, *.pdf, *.rtf, *.svg, *.xls, *.xlsx;
- figures containing numerical data and text should be sent in an editable version or saved in a form allowing text extraction;
- photographs should be sent in separate files in one of the following formats: *.jpg, *.bmp, *.gif, *.tif, *.png;
- file names of illustrations should contain the figure (or photograph) number and its title (or a fragment of its title) in accordance with the numbering of the illustrations in the text – e.g. Title_plan 8;
- separate numbering should be used for figures (charts, diagrams, maps) and photographs;
- the minimum acceptable resolution for illustrations is 300 dpi, and in special cases 600 dpi is desirable;
- maintaining a good quality of the illustrations after conversion requires the use of 9 point minimum font size, and the lines of the graphs should be at least 0.2 mm thick;
- each figure and photograph should have a consecutive number (written in Arabic numerals) and a concise title;
- numbers and titles of figures/photographs should be given under the figures/photographs, centred, without a dot at the end;
- under the title of the figure/photograph, the source should be given;
- in the case of maps, it is obligatory to provide the title of the map (in the name of the figure), the legend (preferably under or beside the actual map), and to include the scale – in the form of a bar scale rather than a scale text or a scale represented by a ratio of map distance to Earth distance;
- if the illustration is taken from another publication, the author should include permission to publish it;

- examples of captions for files containing different types of illustrations: Title_figure 1, Title_map 2, Title_plan 3, Title_drawing 4, Title_scheme 5, Title_chart 6, Title_photograph 7.

Example of correct notation for figures:



Fig. 1. Relief scheme of the external waste dump of Bełchatów Lignite Mine

Source: own elaboration.

Example of correct notation for photographs



Photo 1. Renovated facades of the houses in Ottenschlag village (Upper Austria)

Source: photo by J. Brown (June 2017).

If the Author of the text is also the Author of the table, photograph, etc., please anonymise the figure caption with the formula XXX.

Maps:

- maps should be a maximum 150 x 220 mm in size, including space for a caption;
- maps (excluding simple statistical maps) should be labelled with geographical coordinates; the geographical grid or coordinates should be labelled in a map frame;
- a correctly prepared bar scale is required on each map (excluding world maps);
- symbols in the legend should be ordered, e.g. point, line, area;
- symbols in the legend must be identical to the symbols used on the map;
- point and line symbols must not be placed in rectangle frames. Polygon symbols (colour, pattern) should be placed in rectangles (not squares!);
- legends for quantitative presentation methods (choropleth map, proportional & graduate symbols, isolines) should be prepared according to the recommendations given in the textbook: Pieniżek M., Zych M., 2020, *Statistical maps. Data visualisation methods*, CSO, Warsaw [Pieniżek M., Zych M., 2017, *Mapy statystyczne. Opracowanie i prezentacja danych*, GUS, Warszawa];
- maps should be saved in one of the following formats: *.cdr, *.doc, *.docx, *.dwg, *.eps, *.pdf, *.rtf or *.svg, files have to enable editing of the figure content;

- scanned maps should have a resolution of 300–600 dpi. They should be saved in any of the formats: *.jpg, *.bmp, *.gif, *.tif or *.png. Too much size reduction of a map compared to original size should be avoided as maps and graphics may become unreadable.

In-text citations

1. Cited sources should be noted in text in parentheses, for example:
 - A multi-faceted definition of the city centre was provided by A. Wallis (1990).
 - Culinary tourism is regarded as one of the forms of cultural tourism (Kowalczyk 2008; Mikos von Rohrscheidt 2008; Jędrysiak 2010).
2. If the cited source has two Authors, both should be named, for example:
 - In Polish scientific literature, the concept and definition of tourism space appeared in the late 1970s. (Warszyńska, Jackowski 1978).
 - C.M. Hall and M. Macionis (1998) show on the example of Australia and New Zealand the importance of oenotourism for rural development.
3. If the cited source has three or more Authors, only the first one is named following the below formula:
 - The pace and nature of rural transformation processes are a reflection of globalisation processes (Villario Pérez et al. 2009).
 - According to T. Raimbault et al. (2014), TripAdvisor is a database increasingly often used to analyse tourist behaviour.
4. In the case of literal quotation, the source page number should be provided, and the cited passage should be in double quotation marks (“ ”), for example:
 - a. According to E. Wolf (2004, p. 6), culinary tourism is “travelling to seek out and taste prepared food and drink”.
5. In the case of second-degree quotations (i.e. quotations within quotations), the so-called German quotation marks (» «) should be used, for example:
 - “The discovery or projection of a fixed point, a »centre«, equates to the creation of the world” (Eliade 2008, p. 19).
6. Longer quotations of 3 or more lines should be written as a block quotation, i.e. Times New Roman 10 pt. font, indented 1 cm on both sides, spaced 1.5 (as in the main text), without quotation marks; with a free line before and after the quotation.
7. When referring to the previously cited sources, no Latin phrases should be used such as: *ibidem*, *op. cit.*, etc.
8. When the Author cites more than three sources in a block, a block bottom bibliographic footnote should be used, e.g. Lynch 1960; Przeworski, Teune 1970; Uhlig 2024; Zawadzki, Abacki 2024.
9. When citing websites, provide the website address (without hyperlink) and the date of access in the footnote e.g. <https://www.worldbank.org> – accessed: 25.08.2017. In the case of very long links, provide the initial entry in the footnote and the full entry in the literature list.

10. All cited sources must be included in the references.
11. If the Authors quote their own work, they should avoid phrases that explicitly indicate authorship such as “As the author of this paper has already indicated in his earlier work (Madurowicz 2020, 2022), the Earth orbits the Sun...”. Otherwise, the text is not fully anonymised.

References:

1. Publications should be arranged in alphabetical order according to the authors' surnames. Names with a particle (e.g. De, de, di, Van, von) should be placed under the letter of the particle.
2. Publications in a non-Latin alphabet should be transcribed phonetically.
3. If the references contain several publications by the same author, they should be listed in order of the year of publication, from the oldest to the most recent.
4. If the references contain several works by the same author published in the same year, they should be in alphabetical order according to the first letters of the title of the work, with letters of the alphabet consecutively after the year of publication (e.g. Nobel 1990a, Nobel 1990b, Nobel 1990c... etc.) in order to make it easier to cite literature in the text.
5. If the text has a DOI number, it should be added at the end (after a comma).
6. Bibliographic addresses for texts translated into English should include the initial of the first name and the surname of the translator – e.g., translated by S. Kasprzysiak.
7. The website address (excluding hyperlinks) and the access date should be provided for texts obtained from Internet sources.

Please follow the citation style required in *Prace i Studia Geograficzne / Studies in Geography*, presented in the examples below:

Books

Bigio A.G., 2010, *The sustainability of Urban Heritage Preservation. The case of Marrakesh*, Inter-American Development Bank, New York.

Hall T., Barrett H., 2012, *Urban geography*, Routledge, London.

Mironienko N.S., Twardochlebow I.T., 1981, *Rekreacionnaja geografia*, Izdatelstwo Moskowskogo Uniwersiteta, Moskwa.

New York Public Library American History Desk Reference, 1997, Macmillan, New York.

Book chapters

Thakur B., 1986, *Entropy Analysis of Changing Urban Pattern in North-Eastern India: 1901–1971*, [in:] P.D. Mahadev (ed.), *Contributions to Indian Geography: Urban Geography*, 7, Heritage Publishers, New Delhi, 161–169.

Breiling M., Ruland G., 2016, *The Vienna green belt: from localised protection to a regional concept*, [in:] M. Amati (ed.), *Urban green belts in the twenty-first century*, Routledge, Burlington, 187–204.

Wyss F., 2003, Basic introductory report: analysis of rural tourism in the Americas, [in:] *El turismo rural en las Américas y su contribución a la creación de empleo y a la conservación del patrimonio*, World Tourism Organization, Asunción (Paraguay), 69–115.

Articles

De Groot R.S., 1983, Tourism and conservation in the Galapagos Islands, *Biological Conservation*, 26, 291–300.

Azaryahu M., 1997, German reunification and the politics of street names: the case of East Berlin, *Political Geography*, 16, 479–493, DOI: 10.1016/S0962-6298(96)00053-4.

Xing G., Wang H., Yang Z., Bi N., 2016, Spatial and Temporal Variation in Erosion and Accumulation of the Subaqueous Yellow River Delta (1976–2004), *Journal of Coastal Research*, 74, 32–47, DOI: 10.2112/SI74-004.1.

Conference materials

Raimbault_T., Chareyron_G., Krzyzanowski-Guillot C., 2014, *Cognitive Map of Tourist Behavior based on Tripadvisor, Big Data (Big Data)*, 2014 IEEE International Conference, 55–57.

Press materials

Evangelisches Gemeindeblatt für Galizien und die Bukowina, monthly issues 1904–1918.

Ost-Deutsches Volksblatt, 1, daily issue: 5.01.1936.

Audiovisual materials

Sauvignon Blanc – love or hate? Wine friends – podcast:

<https://open.spotify.com/episode/1mT0hzvbugIuuPHKEteZkt?si=YgLch7-oTB6xE09nvEdyxg&nd=1&dlsi=e56190f1957e455f> (accessed: 14.05.2024).

Sid Meier's Civilization VI (Digital deluxe edition), 2016, Firaxis Games – video game.

Archive materials

DSH Oral History Archive, account by Anna Hajduk, ref. 2857.

State Archive in Gdańsk, Provincial Committee of the Polish United Workers' Party in Gdańsk, 1949, *Minutes of the 1st Provincial Conference of the PZPR*, ref. 1, 15.

State Archive in Lublin, City of Lublin Acts, *City of Lublin documents*, ref. 12, vol. 2.

Documents, legal acts

Programme for Development of Active and Cultural Tourism Products in Masovian Voivodeship, 2008, Polish Tourism Development Agency, Warszawa – <http://www.mrot.pl/294> (accessed: 13.04.2010).

Act of 23 July 2003 on the protection and care of historical monuments, Journal of Laws of 2003, no. 162, item 1568.

Act of 16 April 2004 on nature protection, Journal of Laws of 2004, no. 92, item. 880.

Theses, dissertations

Bronsema L., 2022, *Staroměstské náměstí v Praze jako místo evropské paměti. Od baroka k současnosti*, MA thesis – Charles University, Charles University Digital Repository – <https://dspace.cuni.cz/handle/20.500.11956/176942> (accessed: 15.05.2024).

Łuczak R., 2014, *Technologie informacyjne i komunikacyjne a przestrzenna organizacja gospodarki informacyjnej*, PhD dissertation – University of Warsaw, University of Warsaw Repository – <https://depotuw.ceon.pl/handle/item/913> (accessed: 10.05.2021).

Internet sources:

<http://jurassiccoast.org/discover/gateways-to-jurassic-coast/branscombe> (accessed: 25.10.2017).

www.adriatic.hr/pl/przewodnik/parki-narodowe (accessed: 13.05.1017).

www.gus.gov.pl (accessed: 24.09.2016).

Rules of ethics

The journal's editors will document all manifestations of scientific dishonesty, including violations of the ethical principles applicable to science. Any detected cases of scientific dishonesty will be unmasked, and relevant entities (Authors' employing institutions, scientific societies, associations of scientific editors, etc.) will be notified.

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