

General Instructions and Conditions for Publication

1. In order to be published in the Ljubljana Law Review (Review), the submitted manuscript has to constitute a contribution to science in the field of law or related disciplines and has not yet been published or submitted for publication to any other domestic or foreign professional journal or other periodical. The academic value of the submitted manuscript is assessed by the editorial board, based on the opinion of the assigned peer reviewer within a double blind peer-review procedure. The editor-in-chief may reject the publication of the manuscript prior to a peer-review process if the submitted manuscript is not prepared in accordance with these instructions or if it does not discuss questions relevant to legal science or related disciplines.
2. The submitted manuscript has to be prepared in accordance with these instructions, following the Review's style sheet.
3. Manuscripts should range from 30.000 to 60.000 characters in length, including spaces and footnotes (excluding summary and the list of references).
4. Manuscript should include a summary (up to 1.500 characters) and 5 key words.
5. The Review also publishes shorter case notes (up to 30.000 characters) on important case-law by domestic, foreign or international courts.

Style Sheet

Following an adapted version of the *Harvard referencing guide*, the Review applies footnotes which represent elements of an independent character and begin with a capital letter and end with a full stop. The purpose of the references (citations), included in consecutively numbered footnotes listed below the main body of the text, is to enable the reader to easily identify the relevant part of the cited document. This guideline should be applied in all instances that are not explicitly addressed by these instructions. If a specific manner of citation has been established in a certain area (e. g. citing plays, references to certain historical sources, the Bible etc.) it should be applied. Same applies to citations of court decisions, etc. They should follow the prescribed means of citation used by the body that has passed them.

Quotations should be put in brackets and followed by a footnote.

References (sources) like monographs, book chapters, journal articles, etc., should be included in the list of references at the end of the manuscript. Case-law and other legal sources should be included in footnotes only.

Headings and Subheadings

Authors are asked to use consistent system of headings, with up to four grades of headings with the following hierarchy. All nouns verbs and adjectives in the headings should begin with Capital letters.

1. Heading

1.2. First Subheading

1.2.1. Second Subheading

1.2.1.1. Third Subheading

Notes and Bibliography Style: Sample Citations

Citations of articles in journals and other periodicals, monographs, book chapters, etc., must include the following information: (a) authors' name, (b) date of publication, (c) page number.

Single author: Bardutzky, 2020, p. 9.

Two authors: Bardutzky & Fahey, 2017, pp. 139-140.

Three authors: Cerar, Novak & Pavčnik, 2019, p. 100.

More than three authors (using *et al.*): Božič Štajnpihler *et. al.*, 2019, p. 17.

Same author with several publications (using *a, b, c, etc.*): Bardutzky 2020a, p. 9.

Whenever possible, authors should avoid the use of **secondary sources** (indirect citations). If included, they should be structured in the following way: Strban, 2005, as cited in Mišič, 2020, p. 48.

Whenever possible, authors should avoid referring to **works in their entirety** or **concerning their broader sections**. If included, they should be structured in the following way: Bardutzky, 2020, or Cerar, Novak & Pavčnik, 2019, pp. 100, ff.

Individual chapters included in edited volumes should be cited as indicated above. Their inclusion into an edited volume should be indicated in the bibliography (list of sources) only.

If sources with **no date of publication** are cited, a special *without a date* indication should be made.

If **different editions** of same monographs or other sources are cited, every edition should be indicated both in the bibliography (list of sources) as well as within footnotes as an independent source.

Consecutive footnotes, composed of single sources, should consist of *ibid.* as an abbreviation indicating reference to the previous source.

1 Bardutzky, 2020, p. 9.

2 *Ibid.*

3 *Ibid.*, p. 10.

Generally, authors should avoid referring to previous or later footnotes or sections of the text (cross-referencing) with the use of *supra*, *see point*, *below for details*, etc. If necessary, authors may rely on **abbreviations** such as *see*, *compare*, etc., required from a content point of view, not for the mere redirection of the reader to a different footnote or section of the text.

Whenever possible **electronic sources** should be cited in accordance to the abovementioned rules concerning printed or in-print available sources. Their e-nature should be indicated in the list of references.

If cited **case-law** consists of decisions, named after the parties, short names of cases should be used after their initial reference, e.g.: CJEU C-140/12 *Pensionversicherungsanstalt v. Peter Brey* of 19 September 2013; ECLI:EU:C:2013:565 (*Brey*).

Same applies to **other legal sources** such as acts, regulations, etc. After their initial reference, abbreviations should be used, e.g.: Regulation (EC) No. 883/2004 of the European Parliament and of the Council of 29 April 2004 on the coordination of social security systems, OJ L 166, 30. 4. 2004 (Regulation (EC) No. 883/2004).

If **citing legal sources from another language**, they should be cited in both languages first, e.g.: Patients' Rights Act (Zakon o pacientovih pravicah, ZPacP), Official Gazette of the RS, no. 15/18 to 177/20. **List of References**

Monograph (book) references should contain the following information in the following order: (a) surname and abbreviated first name of the author(s), (b) date of publication, (c) title in italics, (d) place of publication and publisher. Special information on a given edition may be listed next to the *title*: **Berki, G. (2018) *Free Movement of Patients in the EU. A Patient's Perspective*. Cambridge – Antwerp – Portland: Intersentia.**

If referencing edited volumes in their entirety, the above given example should be coupled with the indication *ed.* or *eds*: **Vonk, G. & Schoukens P. (eds) (2019) *Devolution and Decentralisation in Social Security. A European Comparative Perspective*. Haag: Eleven International Publishing.**

Individual chapters included in edited volumes should contain the following information in the following order: (a) surname and abbreviated first name of the author(s), (b) date of publication, (c) title in quotation marks, (d) the information on the edited volume, (e) page numbers:

Zwinger, V. (2019) 'Devolution and Decentralisation in Social Security: The Situation in Austria' in: Vonk, G. & Schoukens P. (ur.) (2019) *Devolution and Decentralisation in Social Security. A European Comparative Perspective*. Haag: Eleven International Publishing, pp. 55-72.

Individual contributions (articles) included in journals or other periodicals should contain the following information in the following order (a) surname and abbreviated first name of the author(s), (b) date of publication, (c) title in quotation marks, (d) name of the journal or other periodical in italics with volume and issue indicated, (e) page numbers: **Strban, G. (2016) 'Family Benefits in the EU: Is it Still Possible to Coordinate Them?', *Maastricht Journal of European and Comparative Law* 23(5), pp. 775-795.**

E-sources should contain the following information in the following order: (a) surname and abbreviated first name of the author(s), (b) date of publication, (c) title in italics, (d) [e-source] in brackets, (e) Uniform Resource Locator with date of access: **Mišič, L. (2021) *Unemployment benefits in the EU: Is Slovenia fighting the good fight or just trying to get away with a free***

lunch? [e-source]. Available at: <https://europeanlawblog.eu/author/lukamisc/> (accessed August 2 2021).

Contact

Ljubljana Law Review / Zbornik znanstvenih razprav
Faculty of Law, University of Ljubljana
Poljanski nasip 2
1000 Ljubljana

Editor-in-chief: Assist. Prof. Maruša Tekavčič Veber, PhD ✉ marusa.veber@pf.uni-lj.si

Technical editors: Assist. Kristina Krajnc ✉ kristina.krajnc@pf.uni-lj.si, Assist. Matevž Bedič
✉ matevz.bedic@pf.uni-lj.si