

## Papers

The journal of *Statistika* has the following sections: the *Analyses* section publishes high quality, complex, and advanced analyses based on the official statistics data focused on economic, environmental, and social spheres. Papers shall have up to 12 000 words or up to 20 1.5-spaced pages.

The *Methodologies* section gives space for the discussion on potential approaches to the statistical description of social, economic, and environmental phenomena, development of indicators, estimation issues, etc. Papers shall have up to 12 000 words or up to 20 1.5-spaced pages.

The *Book Reviews* section brings reviews of recent books in the field of the official statistics. Reviews shall have up to 600 words or up to 1 1.5 spaced page.

## Language

The submission language is English only. Authors are expected to refer to a native language speaker in case they are not sure of language quality of their papers.

## Recommended Paper Structure

Title (e.g. On Laconic and Informative Titles) – Authors and Contacts – Abstract (max. 160 words) – Keywords (max. 6 words/phrases) – Introduction – 1 Literature Survey – 2 Methods – 3 Results – 4 Discussion – Conclusion – Annex – Acknowledgments – References – Tables and Figures

## Authors and Contacts

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## Main Text Format

Arial 10 (main text), 1.5 spacing between lines. Page numbers in the lower right-hand corner. Underline text if necessary. Do not use **bold** or *italics*. Paper parts numbering: 1, 1.1, 1.2, etc.

## Headings

**1 FIRST-LEVEL HEADING (ARIAL 12, bold)**

**1.1 Second-level heading (Arial 10, bold)**

**1.1.1 Third-level heading (Arial 10, bold italic)**

## Footnotes

Footnotes should be used sparingly. Do not use endnotes. Do not use footnotes for citing references.

## References in the Text

Place reference in the text enclosing authors' names and the year of the reference, e.g. "Novak (2009) points out that..."; "... recent literature (Atkinson et Black, 2010a, 2010b, 2011, Chase et al., 2011, pp. 12–14) conclude...". Note the use of alphabetical order. Include page numbers if appropriate.

## List of References

Arrange list of references alphabetically. Use the following reference styles:

[for a book] HICKS, J. *Value and Capital: An inquiry into some fundamental principles of economic theory*. Oxford: Clarendon Press, 1939.

[for chapter in an edited book] DASGUPTA, P., et al. Intergenerational Equity, Social Discount Rates and Global Warming. In PORTNEY, P. et WEYANT, J., eds. *Discounting and Intergenerational Equity*. Washington, D.C.: Resources for the Future, 1999.

[for a journal] COASE, R.H. The Problem of Social Cost. *Journal of Law and Economics*. 1960, 3 (October): 1–44.

[for an online source] CZECH COAL. *Annual Report and Financial Statement 2007* [online].

Prague: Czech Coal, 2008. [cit. 20.9.2008].

<<http://www.czechcoal.cz/cs/ur/zprava/ur2007cz.pdf>>.

## Tables

Provide each table on a separate page. Indicate position of the table by placing the text "insert Table 1 about here". Number tables in the order of appearance Table 1, Table 2, etc. Each table should be titled (e.g. Table 1 Self-explanatory title). Refer to tables using their numbers (e.g. see Table 1, Table A1 in the Annex). Try to break one large table into several smaller tables, whenever possible.

## Figures

Figure is any graphical object other than table. Attach each figure as a separate file. Indicate position of the figure by placing the text "insert Figure 1 about here". Number figures in the order of appearance Figure 1, Figure 2, etc. Each figure should be titled (e.g. Figure 1 Self-explanatory title). Refer to figures using their numbers (e.g. see Figure 1, Figure A1 in the Annex).

Pie charts, bar charts, trend lines, etc. should be accompanied by the \*.xls, \*.xlsx table with the source data. Please provide cartograms in the vector format. Other graphic objects should be provided in \*.tif, \*.jpg, \*.eps formats. Do not supply low-resolution files optimized for the screen use.

## Paper Submission

Please email your papers in \*.doc and \*.docx formats to [statistika.journal@czso.cz](mailto:statistika.journal@czso.cz). All papers are subject to double-blind peer review procedure. You will be informed by our managing editor about all necessary details and terms.

## Contacts

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