

INSURANCE REVIEW – EXAMPLE OF THE ARTICLE AND RULES ON REFERENCES

Text

Article title (Times New Roman 14, bold)

Abstract of up to 1200 characters in Polish (Times New Roman 12, italics, to the left).

Five keywords

Introduction (Times New Roman 14, bold, to the left)

The paper should consist of an introduction, numbered thematic sections, a summary/conclusions and an abstract in Polish and English with the title of the paper translated. The introduction and summary are not numbered. The introduction must include, among other things, the purpose of the article and a description of the research methods used. (Times New Roman 12)

Footnotes

Footnotes should be placed at the bottom of the pages. Continuous numbering should be used within the article.

The bibliographic notation in the footnote should be identical to that in the list of sources (see below).

When citing a work for the first time, the entire bibliographical description should be given and the page number of the cited text should be placed at the end of the description.

Example:

S. Mynarski, *Analiza Rynku. Makromechanizmy*, Wydawnictwo Akademii Ekonomicznej w Krakowie, Cracow: 2000, p. 32

When we cite a work for the second and subsequent times in a subsequent footnote, but without prefixing another cited work, we write: Ibid, p.

When we cite a work for the second and subsequent times, but not in a subsequent footnote, that is, prefacing another cited work, we write Author, Title (first word), op. cit., p.

When citing different works by the same author in the same footnote or in successive footnotes, the surname may be replaced by the words: Idem, id.

The literature found in the source footnotes must then appear in the list of sources at the end of the article (following the layout later in the template).

References

References should be listed in alphabetical order, without numbering. If more than one item from the same author is listed, the order is based on the year of publication, followed (in the case of more than one item from the same year) by the alphabetical order of the titles. Collective works are listed in alphabetical order, taking the first letter of the title as the starting point. Literature items are listed according to the following formula

REFERENCES – EXAMPLES:

Books:

S. Mynarski, *Analiza Rynku. Makromechanizmy*, Wydawnictwo Akademii Ekonomicznej w Krakowie, Cracow: 2000,

Chapter of the book:

Nawracała J., *Komentarz do Ustawy o ubezpieczeniach upraw rolnych i zwierząt gospodarskich*, in: *Kontrakty na rynku ubezpieczeń. Komentarz do przepisów i warunków ubezpieczenia*, ed. D. Fuchs, K. Malinowska, D. Maśniak, Wolters Kluwer, 2020

Articles:

Poposki K., Kjosevski J., Stojanovski Z., *The Determinants of Non-Life Insurance Penetration in Selected Countries from South Eastern Europe*, „Economics and Business Review”, 2015
No 3

Internet Websites:

World Mortality Report 2015-Highlights, United Nations, Department of Economic and Social Affairs, Population Division, 2017.
<https://www.unilibrary.org/content/books/9789210578561> (07.08.2022)

Formulas

Formulas should be made in an equation editor, centred and numbered, font size for formula 12. An example of a formula is given below.

$$r_i = p_t - p_{t-1} \cdot 100\% \quad (1) \quad p_{t-1}$$

Figures and tables

Tables and figures should be placed as close as possible to where they are referred to.

- Figures, charts and tables in black and white, without unnecessary shading, must not extend beyond the text area,
- the figure should be prepared on a white background,
- graphical elements (tables, charts, drawings) should also be attached in a separate file so that they can be modified during editorial processing ,
- titles of tables - continuous numbering 1, 2, 3,..., e.g. Table 1 (Times New Roman 12, bold, to the left),

- Titles of figures (which include diagrams, schematics, technical drawings) - continuous numbering 1, 2, 3,..., e.g. Figure 1. (Times New Roman 12, bold, to the left),
- titles of diagrams - numbering 1, 2, 3,..., e.g. Table 1. (Times New Roman 12, bold, to the left),
- underneath each table, graph and figure, cite the source or state 'prepared in-house'. (Times New Roman 12, to the left),
- Text in figures, diagrams and tables in Times New Roman 10 font.