INSTRUCTIONS ON THE APPEARANCE AND CONTENTS OF THE SUMMARY

**1. GRAPHIC DESIGN**

Format: A4

Letter: It is recommended to use Times New Roman, and for cursive text, Macedonian Times New Roman MK Italic 2 or SkolaSerifOffc, SkolaSansOffc), Verdana, which contain the correct form of the Macedonian italic letters (*т,п,г,д)* . Other types of letters (for example Verdana, Arial) can be used when shaping the cover and the cover page and in the tables.

Letter size (font): The paper needs to be written in 12 typographic points. Notes, titles of pictures and graphs, text in tables, used materials, contents, list of abbreviations and other accompanying text should be in a size of 10 typographic points.

Spacing: single (without increasing line spacing in the text).

Margins: The pages have margins of 3 or 2.5 cm.

Page numbering (pagination): Pages are numbered in the middle of the bottom margin. Page numbering is done with Arabic numerals starting from the cover page where the numbering does not appear, but it counts (numbering starts from page 2).

**2. STRUCTURE OF THE SUMMARY**

The autobiography is written in Macedonian and one of the world languages.

The summary should contain:

- introduction: contains a description of the purpose of the paper, the meaning of the selection and processing of the topic, reason for its selection, expected scientific contribution, draft content of the paper,

- applied scientific methods and method of work,

- obtained results and their significance,

- conclusion,

The autobiography should be written in a way that the reader will understand what the purpose of the paper is, what the research methods are and the research results obtained. It is recommended that the paper be divided into chapters and sub-chapters (titles within the chapter), which can be numbered with Arabic numerals according to the appropriate level of the text (for example: 1., 1.1., 1.1.1.). It is advisable not to have more than three levels.

Tables, pictures and graphs should have the appropriate title and be numbered.

The title and a number of the table (12 typographic points) are placed above the table in two rows and the title is written in italics. The text in the table and remarks, if any, are noted below written in plain letters of 10 typographic points.

The titles and numbers of the pictures, diagrams and graphs are placed below in plain letters of 10 typographic points. If the illustration was taken by another author or has already been published, a source must be provided. If the illustration is a reproduction of a work of art, the name of the author (if known) must be provided, as well as any relevant information related to the illustration.

Conclusion is the last chapter of the text in the paper. It summarizes the outcom of the research and assesses whether the goal stated in the introduction has been achieved. It may also contain suggestions and directions for further research.

Up to this point the text is written using 12 typographic points, without increased spacing between the lines (single).

Cover page of the Summary

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| KiM-so_tekst | UNIVERSITY "SS. CYRIL AND METHODIUS"  NAME OF THE FACULTY/INSTITUTE | Logo of the Unit |

**Name, Father's name and Surname of the author**

**TITLE OF THE DOCTORAL THESIS-LETTER SIZE**

**ACCORDING TO THE TITLE LENGTH (AT LEAST 14 TYPOGRAPHIC POINTS)**

**Summary of the doctoral dissertation**

**Skopje, 2021**