Kairos
EVANGELICAL JOURNAL OF THEOLOGY

Guidelines for Authors

The journal publishes scientific and professional papers categorized according to the recommendations of the Ministry of Science and Education of the Republic of Croatia.

- *Original scientific paper* contains original research that has not been previously published, expressed in an objectively verifiable way.
- *Preliminary communication* contains new results of (scientific) research that require prompt publishing. It does not have to enable the verification of the presented results.
- *Review paper* has to be an original, concise, and critical review of one area or part of the area, where the author is also actively involved. It has to be emphasized that the author's original contribution to the field in relation to the already published works includes an overview of those works.
- *Conference paper* that has been previously presented at a conference has to be published in the form of a full paper, but only in the case if is not already published in the conference proceedings.
- *Professional paper* contains already known, published results of scientific research, which are focused on their practical application or on their dissemination (educational purpose). A professional paper contains useful contributions from the field of the profession that are not related to the author's original research, and the presented observations do not need to be a novelty in the profession.

The author suggests the category of the paper, but the editor-in-chief, considering the judgment of two reviewers, will make the final decision on the categorization. In case of a need, the editor-in-chief will consult at least two more members of the editorial board.

Kairos publishes papers that are subject to the review process and papers that do not need to go through the review process (biography, essay, news, *in memoriam*, review, etc.).

Note: When you submit your article, the review process may take from **6 months up to 1 year**. Please plan your submission and future deadlines accordingly. This timeframe includes:

- Initial editorial assessment and assignment to reviewers.
- Expert peer review (typically 2 reviewers).
- Author revisions and review of the revised manuscript.
- Final editorial decision.

The papers that are categorized as scientific or professional need to have positive reviews. Reviews are anonymous. *Kairos* will publish papers without reviews that are of relevant content for evangelical Christianity, written professionally and in accordance with the scientific writing rules and style.

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The editorial board accepts for publication only previously unpublished articles written in either Croatian or English.

Submissions must be made exclusively through the OJS system.

It is recommended that authors, where relevant to their topic, cite articles **published in *Kairos* within the past five years**. This demonstrates collegiality toward other authors and also helps strengthen the journal's impact and relevance.

The editorial board will inform the author whether the paper is accepted for publication or not. Once the paper is accepted for publication, the author cannot publish the same paper somewhere else without the permission of the editorial board of Kairos. The editorial board reserves the right to edit the paper in accordance with the journal's standards and in accordance with the linguistic standards of the Croatian and English languages.

Technical Instructions

1. The recommended length of scientific and professional papers (including abstract, footnotes, bibliography, and graphical illustrations) is not more than 8000 words.
2. The title of the paper, the name and surname of the author, the name and address of the employing institution, e-mail address, and the abstract should be on the first page.
3. The abstract should be between 100-200 words, and it should present a general overview of the subject (the goal of the work), the methodology of the work, the results, and the conclusion. It is necessary to single out five to six key words. If the paper is written in the Croatian language, it has to have the abstract written in Croatian at the beginning of the paper and the abstract in English at the end of the paper. The paper written in English has to have the abstract written in English at the beginning of the paper.
4. It is recommended that the authors refer to the sources in the text (in-text citation) and not in the footnotes. Every reference should be in brackets, containing the surname of the author, year of publication, and, for direct quotations, page number; e.g. (Johnson 1999, 21) or (Johnson 1999, 125-131). It is recommended that footnotes be used exclusively for commenting or adding to what has been said in the text.
5. The bibliography has to be placed at the end of the paper, and it should contain complete information about all the works cited in the references. All the references should be listed alphabetically, according to the surname of the author, and in chronological order for the works of the same author. If there are several works written by the same author that were published in the same year, they should be differentiated by letters (a, b, c, etc.) and placed after the year of publication. If the work has several authors, all the authors should be listed.

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Technical Design of the Paper

- **Format**: A4
- **Margins**: all margins 2,5 cm
- **Font**: Times New Roman
- **Title**: font size 16, bold, centered
- **Below the title**: the name and surname of the author (left side, font size 12, bold), the name of the institution, and the author's email address.
- **Abstract and keywords**: italics, font size 12, single space, indented from the left
- **Text**: font size 12, spacing 1.5, left alignment
- **Footnotes**: font size 10, single space
- **Tables**: font size 10, single space
- **All the pages need to be numbered**
- **Quotations are identified with quotation marks** (CRO: „..."; ENG: "..."). In case of longer quotations (five lines or more), quotations are written as a separate paragraph (indented on both sides, justified, font size 11, single space)

Book review

Kairos publishes book reviews of books published by Croatian or foreign publishers, published no more than two years prior, counting from the year when the book review will be published in *Kairos*. The length of a review should be **from two to eight pages**.

Although there are more ways of writing a book review, every book review should contain general information, an introduction, a review of the work, and a conclusion.

1. *General information*: the title contains basic bibliographic information: the name and surname of the author, title and subtitle of the book, the name of the editor (if there is one), the place of publication, publisher, year of publication, and the total number of pages. Some reviews could provide information about the price of the book and the ISBN number.
2. *Introduction*: In the introductory part of the book review, there should be presented some general information about the author, the context and environment in which the book was written, the type of book according to its content, and the author's intentions should be presented, as well as the theme and the thesis of the book.
3. *Synthetic review and evaluation of the book*: this is the central and most important part of the book review, and it contains analysis, a summary of the content of the book, and an evaluation of the book.
4. *Conclusion*: the reviewer summarizes his/her review of the book as a whole, points out its positive and negative sides, assesses its scientific and theological contribution, and he/she recommends it or does not recommend it to potential readers.

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It is recommended that the introductory part be about a quarter of the text, a synthetic review together with the summary of the author's key ideas be about two quarters of the text, and the concluding evaluation of the book about a quarter of the text.

More on:

- Application Information
- Guidelines for Authors
- Reference Guidelines