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Articles will be accepted solely in electronic format (15,000–50,000 characters, including spaces). Every article should include an abstract and information concerning the subject it deals with. Abstracts in English and Polish should have 900–1,600 characters, including spaces. At the end of the article, please include contact data to be printed. Submitted materials will not be returned and may be shortened or edited. The author will be asked to authorise edited or shortened articles. All articles sent to the editor, intended for publication in part I Analyses and Studies or part II Self-government, are anonymously reviewed by specialists in the subject matter raised in the article. The articles are published based on the royalty-free license with provisions identical with the pattern of the Creative Commons Attribution 4.0 license (also known as CC BY-SA), available at <https://creativecommons.org/licenses/by/4.0/> or in another language version of this license or any later version of the license published by the Creative Commons organisation.

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More information can be found on the website: [mazowszestudiaregionalne.pl](http://mazowszestudiaregionalne.pl)

Materials should be submitted by e-mail to:

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File format:

- Articles should be submitted in Word,
- Photographs should be saved as lossless .jpg or .tiff files with a resolution of at least 300 DPI for the printed image size,
- Graphs should be saved as .rtf files for Word, .ai/.eps with fonts saved as outlines for vector graphic editors (Illustrator) and saved as Excel files,
- Maps should be saved as .jpg, .tiff or .psd files with a resolution of at least 300 DPI, for the printed image size.

Article format:

- 12-point Times New Roman font, normal style, spacing: 1.5,
- No indentations at beginnings of paragraphs,
- Limited formatting, new lines used only to signal new paragraphs,
- Automatic hyphenation,
- Alphabetically arranged bibliography at the end,
- Harvard-style in-text citations in brackets, i.e. [Kwiatkowski 2021], [Kowalski 1998, pp. 7–12, Fig. 6] or [cf. Wiśniewski 2007, p. 98],
- Footnotes used to elaborate on a subject or for digressions; Arabic numerals, 10-point Times New Roman, normal style, at the bottom of the page,
- In-text references to tables, graphs and illustrations in parentheses,

- Quotations – in quotation marks, with the source,
- Titles of cited works in italics,
- Numbers in the text in Arabic numerals, always in numerals (not words), up to four digits as one number, five or more digits with commas at three-digit intervals (so that the last fragment has three digits).

#### Abbreviations and units in text and tables:

- Units per capita are to be described thus: 7.8 m<sup>2</sup> per capita,
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- In case of missing data in tables, the empty slot should contain the abbreviation N/A (not available),
- If a cell in a table is not applicable to a given factor, a hyphen should be inserted.

#### References:

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e.g. Gehl J., 2010, *Cities for People*, Island Press, Washington, D.C.
- **Articles in periodicals:** Author, year, *title*, periodical title, volume / annal, number, pages.  
e.g. Armstrong M.P., Xiao N., 2018, *Retrospective Deconstruction of Statistical Maps: A Choropleth Case Study*, *Annals of the American Association of Geographers*, 108, 1, pp. 179–203.
- **Articles/chapters in edited books:** Author, year, *title* [in:] editor (ed.), *book title*, publishing house, place of publication, pages.  
e.g. Openshaw S., Taylor P.J., 1981, *The modifiable areal unit problem* [in:] R.J. Bennett, N. Wrigley (eds.), *Quantitative Geography, A British View*, Routledge and Kegan Paul, London, pp. 60–69.
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- **Encyclopedia articles and dictionary entries:** Author of the entry / editor of the encyclopedia or dictionary (ed.), year, *entry title* [in:] editor (ed.), *encyclopedia or dictionary title*, volume, part, publishing house, place of publication, pages.  
e.g. Saglio E., 1919, *Bulla* [in:] Ch. Daremberg, E. Saglio (eds.), *Dictionnaire des antiquités grecques et romaines*, 1, 1, Hachette, Paris, pp. 754–755.
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