Formatting requirements

The full paper must be between 6-15 pages, paper size A4, Margins: top 3 cm, bottom 2 cm, left 2 cm, right 2 cm, gutter 0 pt, header 1.27 cm, footer 1.27 cm. Font: Times New Roman, size 12, line space: single, justified editing programe WORD 98, 2000, XP, 2003, 2007.

The full paper must be edited using Times New Roman font, under these requirements:

- Title - TNR bold CAPITAL LETTERS, 14 pt, centered;

- 2 empty rows;

- Abstract (max. 250 words), TNR 12 pt, italic.

- 1 empty row;

- 3-5 key words, TNR 11, italic;

- 1 empty row;

- JEL codes for the paper (at least one JEL code);

- 2 empty rows;

- the full text of the paper.

The title of the chapters and the subtitles must be at TNR, 12 pt, bold, aligned at 1,25 cm. The titles and subtitles won't be numbered.

Paragraphs should be aligned at 1,25 cm.

Figures, graphics and tables will be centered and included in the body of the paper. They will be designed, preferably, in black and white.

The content of the table will be written using TNR 12 PT., and the columns title will be in TNR 12 pt. Bold. Each table should be numbered consecutively in Arabic numerals (TNR12 right alignment) and supplied with a title (TNR12 centered) and source of data (under the table).

Table title should be above the table. Figures titles should be under the figure.

The number of the table, graphic or figure (when necessary) will be mentioned in the text in a parenthesis (fig. no.1); (table no.1)

Equations and mathematical formulas will be numbered. The author/s must always mention the resource number of the quoted equations and mathematical formulas.

The references will be inserted in the text of the article. It will not be used footnotes to quote an author. In the text, a reference will be identified by means of the author's name,

followed by the date of the reference in parentheses. When there are more than two authors, only the first author's name should be mentioned, followed by 'et al'. In the event that an author cited has had two or more works published during the same year, the reference, both in the text and in the reference list, should be identified by a lower case letter like 'a' and 'b' after the date to distinguish the works.

Examples:

- one author: (Author, year);

- two authors: (Author1 and Author2, year);

- for more than two authors: (Author1 et al., year).

References should be listed at the end of the paper in alphabetical order of the first author's name. There will be numbered and will contain all and exclusively the resources used in the text. Please ensure that every reference cited in the text is also present in the reference list (and viceversa).

Reference to a book will be made like this:

Author 1, Author 2, ….., Year of publication. *Title of work*. Location, Publisher.

Reference to *a chapter in an edited book*:

Author 1, Author 2, ….., Year of publication. *Title of chapter*. In A. Editor & B. Editor (Eds.), *Title of book*, Location, Publisher

Reference to *a journal publication* will be made like this:

Author, A., Author, B., Author, C., Author, D., Author, E., Author, F., … Author, Z., Year. *Title of article*, Title of Periodical, volume number, pp–pp.

Reference to *a document consulted on the Internet* will contain the full URL and the date when the reference was last accessed.