FACULTY OF ECONOMICS – UNIVERSITY OF KRAGUJEVAC
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GUIDELINES FOR AUTHORS

First page - *Title* - Title must in capital letters Times New Roman 12 pt, bolded, centered and should not exceed two lines in length. Names of authors come under the title separated with a two-line space in Times New Roman 11 pt, bolded, centered. Next to the name of the author, which is going to be the contact person, please add a footnote (*); the footnote must read "Corresponding author". For each author, on the line below the name, provide the institution, e-mail, and ORCID number (Times New Roman 11 pt).

Second page - *Abstract* - Heading «Abstract» should be centered using Times New Roman 12 pt. All page margins should be set to 2,5 cm. Abstract content should be single spaced with 1cm indentation, using font Times New Roman 11pt, italic. Abstract should be minimum 200 words in length. Keywords should be placed under the Abstract separated by one space. Maximum of five keywords may be used. JEL Classification should be added after the keywords.

Third page – The paper should start on the third page and be prepared in Microsoft Word format (.doc or .docx). The page size should be A4, with all margins set to 2.5 cm. The text should be fully justified and single-spaced, with a 1 cm first-line indentation, using Times New Roman, 12 pt. Subheadings should be centered, in small caps, bold, and Times New Roman, 12 pt. Papers should be *between 5 and 10 pages in length*, including the abstract, figures, tables, references, and appendices**.**

Reference style - The sources are listed in alphabetical order according to the author's/editor's last name, with complete bibliographical details. Please note that references in the body of the paper should be made in a uniform manner, following these examples: Bachman, 1991; Bontis and Serenko, 2009. The second line of each reference should be indented by 1.5 cm (special, hanging). For articles and books with three or more authors, the first name and the abbreviation et al. should be used (e.g. Quirk et al. 1985). Book and journal titles are in italics. Titles of articles in books and journals are in regular font style. Page references are required for articles in books and journals. Online sources should be listed with complete bibliographical details, including the date of visiting the site. DOI must be provided for each reference that has one

Sample references:

BOOKS/EDITED VOLUMES:

- *Single author:* Sweetser, E. (1990). *From Etymology to Pragmatics: Metaphorical and Cultural Aspects of Semantic Structure*. Cambridge: Cambridge University Press.
- *More than one author:* Lakoff, G., & Johnson, M. (1980). *Metaphors We Live By*. Chicago: University of Chicago Press.
  Quirk R., Greenbaum, S., Leech, G., & Svartvik, J. (1985). *A Comprehensive Grammar of the English Language.* London: Longman.
- *Single editor:* Greenberg, J. H. (Ed.) (1978). *Universals of Language.* Cambridge, Mass.: The MIT Press.
- *More than one editor:* Gibbs, R. W., & Steen, G. (Eds.). (1999). *Metaphor in Cognitive Linguistics.* Amsterdam: John Benjamins.

ARTICLES:

- In journals: Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. *Psychology of Popular Media Culture*, *8*(3), 207–217. https://doi.org/10.1037/ppm0000185
- In edited volumes: Aron, L., Botella, M., & Lubart, T. (2019). Culinary arts: Talent and their development. In R. F. Subotnik, P. Olszewski-Kubilius, & F. C. Worrell (Eds.), *The psychology of high performance: Developing human potential into domain-specific talent* (pp. 345–359). American Psychological Association. https://doi.org/10.1037/0000120-016

CONFERENCE PROCEEDINGS

Duckworth, A. L., Quirk, A., Gallop, R., Hoyle, R. H., Kelly, D. R., & Matthews, M. D. (2019). Cognitive and noncognitive predictors of success. *Proceedings of the National Academy of Sciences, USA*, *116*(47), 23499–23504. https://doi.org/10.1073/pnas.1910510116

ONLINE SOURCES:

Towers Watson (2012). *Tower Watson Global Workforce Study 2012*. Retrieved 30 June 2020 from: 2012-Towers-Watson-Global-Workforce-Study.pdf (employeeengagement.com)

DOCTORAL DISSERTATIONS

Zambrano-Vazquez, L. (2016). *The interaction of state and trait worry on response monitoring in those with worry and obsessive-compulsive symptoms* [Doctoral dissertation, University of Arizona].

Tables and figures - Tables and figures should be marked with the appropriate number (order of appearance), including the title that describes them. For tables, place the titles above the tables and for figures place the titles below the figure.

All abstracts and subsequently full papers should be submitted electronically to ebm@kg.ac.rs.

The papers which do not follow the guidelines, or are received after the deadline, will not be reviewed.

Acknowledgement
Authors should include information if the paper is a result of a specific project.