### Logo 3

***TITLE OF THE PAPER TITLE OF THE PAPER TITLE OF THE PAPER TIMES NEW ROMAN 14, BOLD, ITALICS, CENTRED[[1]](#footnote-1)***

**First and last name of each author in Times New Roman font type, 12 point bold, center, the last name should be written in uppercase, for example:Mihai POPESCUa\* , Ion IONESCUb, Maria POPAc etc.**

a) Author affiliation: University, city, country. Times New Roman, 10 point, italic, centred ex: The Bucharest University of Economic Studies, Romania. If all authors are from the same institution, its name can be written only once, for example:  a)b)c) The Bucharest University of Economic Studies, Romania

b) Author affiliation: University, city, country. Times New Roman, 10 point, italic, centred.

c) Author affiliation: University, city, country. Times New Roman, 10 point, italic, centred*.*

**Abstract**

*The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced* *alignment: justify. The abstract must include sufficient information for readers to judge the nature and significance of the topic. It should summarize the objectives of the article, methodology, results and conclusions. In order to increase the visibility of the article, the abstract should reiterate key words and phrases while avoiding unnecessary repetition. After the abstract leave a space.*

**Keywords**: Keyword 1, Keyword 2, Keyword 3, Keyword 4, Keyword 5

**JEL Classification**: available at <http://www.aeaweb.org/jel/jel_class_system.php>

Corresponding author, **First Name Last Name** – e-mail address written in Times New Roman, 9 point, alignment: justify. ex: Corresponding author, **Mihai Popescu** – [mihaipopescu@gmail.com](mailto:mihaipopescu@gmail.com)

1. **Text Format**
   1. ***General characteristics***

Paper size: A4 (297mmx210mm). Margins: normal (top 2.54 cm, bottom 2.54 cm, left 2.54 cm, right 2.54 cm, gutter 0 pt, header 1.2 cm, footer 1.2 cm). The text must be edited in Microsoft Word 2000 or later. Font: Times New Roman, size 12, line spacing: 1.15pt., justified. Paragraph Indentation: Left: 0 cm, Right: 0 cm, Special: First line, By: 0.6 cm. Do not use text effects.

Section headings should be left justified, bold, with the first letter capitalized and numbered consequently, starting with the Introduction. Sub-section headings should be in capital and lower-case italic letters, numbered 1.1., 1.2., etc. You may need to insert a page break to keep a heading with its text. Headings and sub-section headings have to be separated before and after by blank lines from the text. Figures and tables have to be separated from the text by a blank row inserted before and after the text.

An article must explain the research methodology, must contain relevant literature review and explain personal contributions of the authors. The paper must be written in English, French or German. Consequently, we kindly ask authors whose first language is not English, French or German to ensure that their abstracts/articles are correctly written. The recommended length of the paper is 20 pages.

1. **Tables, Pictures and Formulas**

Tables, figures, and formulas should be numbered consecutively with Arabic numbers. Authors are kindly asked to insert the tables and figures as close as possible to the first reference to them in the paper.

**Tables and figures** should be placed in the body of the paper exactly where the authors want them to appear printed and be of the size desired by the authors. We recommend that the tables and figures fit on one page and be inside the margins of the paper. Graphs must be uncluttered and easy to read. Tables and figures will be numbered. Their content will be written using the Times New Roman font type, 10 point. The heading should be in Times New Roman font type, 11 point, bold, positioned above the corresponding table or below the corresponding figure. Please indicate the source of data when appropriate (in Times New Roman font type, 10 point, italic, centred, below the table or figure). References to tables and figures must be made within parentheses in the text of the paper, e.g.: (figure no.1), (table no. 1).

Schemas, graphs, photographs, charts and diagrams are to be referred to as figures. The figure number and caption must be placed below the chart, using font Times New Roman 11, bold, centred, with a blank line before and after the caption.

**Table’s title: Times New Roman 11, bold, centred, above the table (blank line before and after the title) Table no. 1: Romania Job vacancy in Q1 2019**

|  |  |
| --- | --- |
| **Sector** | **Job vacancy in Q1 2019** |
| Agriculture | 753 |
| Tourism | 1169 |

*Source: White, 2006, p. 22.*

Formulas must be written using Equation Editor and be labelled with numbers placed between brackets at the right end on the line where they appear, and Paragraph Indentation applies, like in the example below

. (1)

**References**

For citations and references, use the Harvard style.

References should be listed at the end of the paper, in the alphabetical order, according to the first author. Every reference in the text should appear in the list of references and vice versa.

Examples of how to site and to present references at the end of your paper, using the ***Arden University - Harvard*** style, are available at

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Mitchell, J.A. ‘How citation changed the research world’, *The Mendeley*, 62(9), p70-81.

Mitchell, J.A. ‘How citation changed the research world’, *The Mendeley*, 62(9) [online]. Available at:  <https://www.mendeley.com/reference-management/reference-manager> (Accessed: 15 November 2016)

Mitchell, J.A. (2017). ‘Changes to citation formats shake the research world’, *The Mendeley Telegraph* (Weekend edition), 6 July, pp.9-12.

Mitchell, J.A. (2017). How and when to reference [Online]. Available at: https://www.howandwhentoreference.com/ (Accessed: 27 May 2017)

1. **\***Acknowledgements (if necessary): Times New Roman 12 pt. [↑](#footnote-ref-1)