

***TITLE OF THE PAPER TITLE OF THE PAPER TITLE OF THE PAPER
PAPER TIMES NEW ROMAN 14, BOLD, ITALICS, CENTRED****

First AUTHOR^a , Second AUTHOR^b, etc.

Abstract

The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced. The Abstract should have 10 to 15 lines, format Times New Roman 12 pt., italics, single spaced.

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

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

Author's/Authors' Affiliation

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* Acknowledgements (if necessary): Times New Roman 12 pt.

1. Text Format

1.1. 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 1.27 cm, footer 1.27 cm). The text must be edited in Microsoft Word 2000 or later. Font: Times New Roman, size 12, line space: 1.15pt., justified. 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. As well figures, tables have to be separated from the text by blank rows before and after the text.

An article must explain the research methodology, must contain relevant literature review and explain personal contributions of the author/s. 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 papers is 20 pages.

2. 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.

Table's title: Times New Roman 12, bold, centred, above the table (blank line before and after the title)

Tables' format: Times New Roman 10, single spaced	

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 Times New Roman 12, bold, centred, blank line before and after the caption.

References

References should be listed at the end of the paper, in the alphabetical order, according to the first author. Every reference in the text appears in the list of references and vice versa. References in the text should be cited as Meyer and Bronson (1995), and when the last names are not part of the text, use (Johnston, Gustafson, et al., 2008). For more than 2 authors, list the first two followed by “et al.”

Below you will find some examples of how to present references at the end of your paper, following the Harvard style, available at <http://libweb.anglia.ac.uk/referencing/harvard.htm>. Here we present a sample taken from http://www2.warwick.ac.uk/services/library/help/guidespublications/bib_cit/

1. Book

Author(s) - family name, initials. (Year). *Title of book*. Edition. Place of publication: Publisher.

Examples

- Anthony, G. (2002). *UK public law and European law*. Oxford: Hart.
- Cohen, H., Rogers, G.F.C. and Saravanamuttoo, H.I.H. (1996). *Gas turbine theory*. 4th ed. Harlow: Longman.

2. Work in edited book

Where a work from an edited collection is cited, references to *both* the individual work and to the collection as a whole should be given.

Author(s) - family name, initials. (Year). Title of chapter. *In*: Editor(s) - family name, initials, ed(s). *Title of book*. Edition. Place of publication: Publisher, Chapter or page numbers.

Examples

- Luck, M. (1991). Gender and library work: the limitations of dual labour market theory. *In*: Redclift, N. and Sinclair, M.T., eds. *Working women: international perspectives on labour and gender ideology*. London: Routledge, Ch.2.
- Nustad, K.G. and Sending, O.J. (2000). The instrumentalisation of development knowledge. *In*: Stone, D., ed. *Banking on knowledge: the genesis of the global development network*. London: Routledge, pp. 44-62.

3. Edited book

Editor(s) - family name, initials, ed(s). (Year). *Title of book*. Edition. Place of publication: Publisher.

Examples

- Redclift, N. and Sinclair, M.T., eds. (1991). *Working women: international perspectives on labour and gender ideology*. London: Routledge.

- Stone, D., ed. (2000). *Banking on knowledge: the genesis of the global development network*. London: Routledge.

4. Conference paper

Where a paper from conference proceedings is cited, references to *both* the individual paper and the proceedings as a whole should be given.

Author(s) - family name, initials. (Year). Title of paper. *In*: Editor(s) - family name, initials, ed(s). *Title of conference*, location, date held. Place of publication: Publisher, Page number(s).

Example

- Micelli, F., Myers, J.J. and Murthy, S.S. (2002?). Performance of FRP confined concrete subjected to accelerated environmental conditioning. *In*: Benmokrane, B. and El-Salakawy, E., eds. *Durability of fiber reinforced polymer (FRP) composites for construction: proceedings of the second International Conference (CDCC 02)*, Montreal, May 29-31 2002. Sherbrooke: Université de Sherbrooke, pp. 87-98.

5. Conference proceedings

Editor(s) - family name, initials, ed(s). (Year). *Title of conference*, location, date held. Place of publication: Publisher.

Example

- Benmokrane, B. and El-Salakawy, E., eds. (2002?). *Durability of fiber reinforced polymer (FRP) composites for construction: proceedings of the second International Conference (CDCC 02)*, Montreal, May 29-31 2002. Sherbrooke: Université de Sherbrooke.

6. Report

It is important to be able to identify the body on whose behalf research was carried out. For this reason, if a research report is part of a series, the title for the series and the volume/number of the report should be given at the end of the reference.

Author(s) - family name, initials. (Year). *Title of report*. Edition. Place of publication: Publisher. (Series and vol./no.).

Example

- Chang, D., *et al.* (2001). *Modernising service delivery: the better government for older people prototypes*. Leeds: Corporate Document Services. (Department of Social Security research report no. 136).

7. Academic thesis

Author - family name, initials. (Year). *Title of thesis*. Type of thesis. Institution.

Example

- Maloney, D.R. (1996). *An investigation into the mechanism of catalytic chain transfer polymerisation*. Ph.D. thesis. University of Warwick.

8. Journal article

(use for print journal and electronic reproductions of print)

Author(s) - family name, initials. (Year). Title of article. *Journal title*, **volume**(issue number), Page number(s).

Examples

- Metcalfe, A., Diaz, V. and Wagoner, R. (2003). Academe, technology, society, and the market: four frames of reference for copyright and fair use. *Portal: Libraries and the Academy*, **3**(2), pp. 191-206.
- Stadler, J., *et al.* (2000). Exotic plant species invade diversity hot spots: the alien flora of northwestern Kenya. *Ecography*, **23**(2), pp. 169-176.

Electronic document

As yet, no precise standards have been developed for referencing electronic documents. However, the Harvard style can be adapted to accommodate these materials, noting the electronic format in square brackets.

9. Online journal article

(Web-based journals only; for online versions of print journals, give a reference to the print format)

Author(s) - family name, initials. (Year). Title of article. [Online]. (URL) *Title of online journal*, **volume**(issue). (Date accessed).

Example

- Gadd, E., Oppenheim, C. and Proberts, S. (2003). The RoMEO project: protecting metadata in an open access environment. [Online]. (URL <http://www.ariadne.ac.uk/issue36/romeo/>). *Ariadne*, (36). (Accessed 12 February 2004).

10. Web site (excluding online journals)

Include in the reference as much of the following detail that is available from the Web page and related home page. Where a Web site has no identifiable author, and is not the work of an organisation, leave out the author details, beginning the reference with the title of the Web page.

Author(s) - family name, initials. (Year, month day). *Title of document*. [Online]. (URL). Place of publication: Publisher. (Date accessed).

Example

- Benn, T. (2002, June 21). *Recognition in a democracy*. [Online]. (URL <http://www.tonybenn.com/reco.html>). (Accessed 12 February 2004).

Note that the Web site for this document contains no publication details, so these are not included in the reference.

11. CD-ROM

Example

Title of product. (Year). [CD-ROM]. Place of publication: Publisher.

- *World development indicators.* (2003). [CD-ROM]. Washington, D.C.: The World Bank.

Citing foreign books and journals

1. Citing a foreign book or journal

If you are referencing a book in a foreign language, there are two ways to do it.

Either:

1. Give the title **exactly** as it appears in the book or article

e.g. Remarque, E. M. (1974). *Im Westen nichts Neues*. Berlin: Ullstein

Or:

2. Provide the English translation of the title, together with details of the language the book or article was originally written in.

e.g. Remarque, E.M. (1974). *All Quiet on the Western Front* (in German). Berlin: Ullstein

It does not matter which of these methods you choose - the important thing is to be consistent and use the same one throughout your research.

2. Citing a translation

When referencing a foreign language item which has been translated, use the following format:

Remarque, E. M. (1996). *All Quiet on the Western Front*. Translated from the German by B. Murdoch. London: Vintage.

3. Quoting a foreign book or journal

When quoting from a foreign language work in the main body of the text, the quote should **always** be provided in English. The item should then be referenced in your bibliography using the format above.