



ICSD 2017, BELGRADE

FACULTY OF MANAGEMENT, METROPOLITAN UNIVERSITY

INSTRUCTIONS FOR AUTHORS

TITLE OF THE PAPER

NAME SURNAME*1, NAME SURNAME1, NAME SURNAME2

1Affiliation of the first and the second author

2Affiliation of the third author

*Corresponding author, e-mail:

Abstract: *This document is a template for preparing papers to be included in the Conference Proceedings. We strongly advise the authors to prepare papers in the form of this template. The abstract should briefly summarize the submitted article and help readers to quickly acknowledge the paper. The abstract should include the purpose of the paper, research methods, and the most important findings and implications. The maximum number of words allowed for this abstract is 150 words.*

Keywords: 5-7 keywords, abstract, conference, ICSD 2017,

1. INTRODUCTION

Papers should be written in English. The instructions define the parameters about dimension of pages, as well as styles to be used in formatting.

The template is used to format your paper and style the text. All margins, column widths, line spaces, and text fonts are prescribed; please do not alter them.

Styles are applied by selecting the text first, and then clicking the adequate icon. The text will be automatically formatted.

Authors should use Microsoft Word for Windows, versions above Word 2003; A4 page format (210x297mm).

In case it is not possible to follow these instructions, it is necessary to follow the guidelines given further in the text.

All margins need to be 2 cm (upper, lower, left and right). There should be 3 cm left for headings on the first page of

each paper, for the symposium logo. An example is given on this page of the instructions.

The text of the paper should be in two columns with 0.5 cm distance, without indenting the first line. The text should be typed with single spacing and an empty line between paragraphs.

If the last page of the text is not completely filled, the columns of that page should be of same length, using the icon "Stop columns".

Maximum number of pages is 8, including images, tables, literature and other addenda. This limitation does not apply to key-note papers.

2. FORMATING THE PAPER

In the first line of the first page of the manuscript, under the space for heading, the title of the paper in English should be written.

Under the title of the paper, the names and institutions where the authors come from should be stated, as shown in

these instructions. In the first blank line under the address of the last author, the style "Line" should be applied.

After the title of the paper and names of authors, there should be a short abstract in English, whole page wide (as presented in these instructions).

Authors should use Times New Roman font in the following sizes for text formation:

- Paper title 14 pt bold, all caps, spacing before 12 pt, after 0 pt
- Names of the authors 10 pt, spacing before 10 pt, after 0 pt
- Affiliations 10 pt
- Abstract, 10 pt italic
- Key words, 10 pt italic
- Numerated first level sub-titles 11 pt bold, all caps, spacing before 12 pt, after 6 pt
- Numerated sub-titles 11 pt bold, spacing before 12 pt, after 6 pt (no more than 3 levels are needed)
- Text 10 pt

For formatting, the icon "Additions" should be used, as previously presented in the instructions.

3. EQUATIONS

Equations should be written in single column, with numeration by the right edge, as

$$P(X = x) = \frac{e^{-\lambda} \lambda^x}{x!} \quad (1)$$

For formatting lines with equations, the icon "Equations" should be used. Pressing the key "Tab" after typing an equation, followed by the number of the equation, allows the line to be automatically unbent by the right edge.

The equations are recommended to be written with Math Type

If it is necessary not to break the equations, they should be typed on the whole width of the page, but after that it is necessary to continue typing the text in two columns.

4. GRAPHICS

Images, tables and other graphic unities should be adapted to the width of a single column. If one column is not sufficient, the width of the whole page should be used, but the text should be typed in two columns after that.

Numbering images and graphs

The heading and the number of an image or a graph should be centered in the line below the image (icon "Heading of an Image"). All objects used in one figure should be grouped.

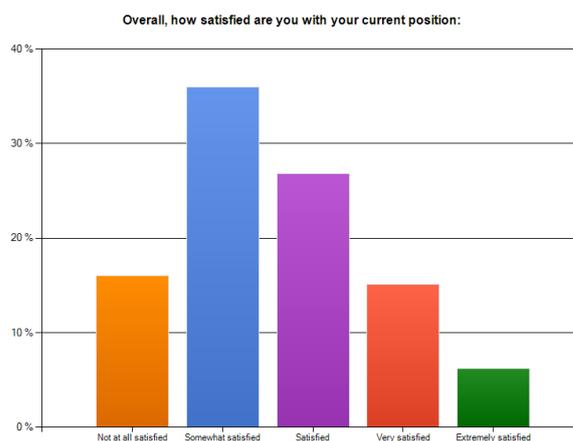


Image 1: Heading of a graph

Marking tables

Headings and numbers of tables should be written in the line above the table, from the beginning of the line (aligned left), as presented in these instructions.

Table format should be kept as in the instructions (do not shade or colour the table, heading bold, text regular, maximum 10 pt).

Table 1: Heading of the table

Incident	Number of attacks
I	800
II	25000
III	55

5. CONCLUSION

The conclusion should not be longer than a single column.

LITERATURE

Only titles directly connected to the topic of the paper should be quoted. The literature in the text should be stated in square brackets by order of quoting. For example, in [2] the following is used...

In the end of paper is list of References. The references cited have to be in alphabetical order, unnumbered according to APA style <http://owl.english.purdue.edu/owl/resource/560/01/>.

References are according the template. Bottom notes are forbidden – if it is necessary place it individually (numbered) before References. For formatting the list of literature at the end of the paper, the icon "Literature" which automatically does the numbering, is used. There is an example given:

[1] Daly, H. E. (1991). Ecological economics and sustainable development. In C. Rossi & E. Tiezzi (Eds.), Ecological Physical Chemistry (pp. 185-201). Amsterdam: Elsevier.

[2] Easterby-Smith, M., Thorpe, R., Lowe, A. (2003). Management research: An Introduction (2nd ed., p. 194). London: Sage Publications.

- [3] European Commission. (2005, July 5). Green Paper on Corporate Social responsibility. Retrieved from <http://eur-lex.europa.eu/legal-content/PL/TXT/?uri=uriserv:n26039>
- [4] Farrel, J., & Klemperere, P. (2007). Coordination and Lock-In Competition with Switching Cost and Network Effects. In M. Armstrong & R. Porter (Eds.), *Handbook of Industrial Organization* (Vol. 3, pp. 1967-2072).
- [5] Goodland, R., Daly, H. E., & Serafy, S. (1991). Environmentally Sustainable Economic Development: Building on Brundtland. Environment Working Paper, (46). World Bank, Washington, DC.
- [6] Reiche, E.-W. (1994). Modelling water and nitrogen dynamics on catchment scale. *Ecological Modelling*, (75/76), 371-384. doi: 10.1016/0304-3800(94)90033-7
- [7] Webster, C. (1995). Marketing culture and marketing effectiveness in service firms. *The Journal of Service Marketing*, 9(2), 6-21.