**Title of the paper (TImes New Roman, 12, bold, all caps)**

**Name SURNAME**

Position/Title

Institution/Affiliation

Postal address

E-mail address

**Name SURNAME**

Position/Title

Institution/Affiliation

Postal address

E-mail address

**Name SURNAME**

Position/Title

Institution/Affiliation

Postal address

E-mail address

***Abstract***

*The abstract of the paper* ***(up to 300 words)*** *should include the purpose/aims and research objectives of the study, the empirical approach used, key research findings and implications, the originality/value of the paper and its contribution/limitations. The abstract should be concise, sufficiently informative and understandable. Please follow this format when writing the abstract (Times New Roman, 11, italics, paragraph line spacing at 1.2, justified).*

***Keywords:*** *up to 6 keywords*

1. **Introduction**

Each paper submitted is double-blind reviewed and checked for plagiarism to identify overlaps and similar text(s). The paper must fulfill the following basic requirements:

The manuscript should have between **4,000 and 7,000 words** (including abstract, tables, figures, references and appendix).

* **Page layout:** B5 JIS paper, margins (left and right 2.5 cm; top 1.75 cm; bottom 1.25 cm)
* **Harvard referencing** must be used**.**
* **The body of the manuscript should be divided into chapters.**
* **All illustrations, figures and tables should be placed within the text,** where they should appear in the publication.
* **Formulas** should be numbered.
* **Acknowledgements** (if any) should precede the list of references.
* **The references** should be arranged first in alphabetical order and then further sorted in chronological order, if necessary. Multiple references by the same author(s) from the same year must be identified by the letters a, b, c, etc., following the year of publication. For articles or bibliographic units that have DOIs, a DOI should be included in the bibliography for each of these references.
* **The appendix** should be placed after the bibliography.
* The manuscript must be written in standard English. Please note that **proofreading is the authors’ responsibility.**
* **Submissions should be made in Microsoft Word format (.doc or .docx).**
1. **Title of the section**
	1. **Subsection (if applicable)**
	2. **Subsection (if applicable)**

Please follow this format when writing the text of the manuscript (Times New Roman, 11, italics, paragraph line spacing at 1.2, justified).

The first line of each paragraph which follows after the first paragraph should have an indent of 0.25.

1. **Title of the section**

Please follow this format for **tables:**

* titles in Times New Roman, 11, bold, paragraph left
* sources in Times New Roman, 10, paragraph left
* values in tables and figures in Times New Roman, 10, single spacing.

Please follow this format for **figures:**

* titles in Times New Roman, 11, bold, centered,
* sources in Times New Roman, 10, centered.

Please do not insert tables as images.

Tables and figures must be centered.

Bullet points should be used in the same form as they appear in this template.

**Table 1. Title**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Title of column 1** | **Title of column 2** | **Title of column 3** |
| AB | 0.100 | 1.000 | 0.001 |
| CD | 0.200 | 2.000 | 0.002 |
| EF | 0.300 | 3.000 | 0.003 |
| GH | 0.400 | 4.000 | 0.004 |

Source: e.g. Authors’ calculations.



**Figure 1. Title**

Source: e.g. Authors’ calculations.

**References**

Please use the following format for listing references. References should be in Times New Roman, 10, single-spaced paragraph, with 6pt spacing before and after the paragraph, justified).

Reference to a journal article:

1. Camerin, F., Camatti, N., & Gastaldi, F. (2021). Military Barracks as Cultural Heritage in Italy: A Comparison between before-1900- and 1900-to-1950-Built Barracks. Sustainability, 13(2), 782. doi:10.3390/su13020782

Reference to a book:

1. Lo, A. W. (2017). *Adaptive Markets: Financial Evolution at the Speed of Thought*. New Jersey: Princeton University Press.

Reference to a chapter in an edited book:

1. Beckman, T., Matear, M., Khare, A. (2016). Environmental Justice in a VUCA World. In Mack, O., Khare, A., Krämer, A., Burgartz, T. (Eds.). *Managing in a VUCA World* (pp. 209-224). Cham: Springer.

Reference to an Internet source:

1. *The National Bureau of Economic Research.* (2024). Business Cycle Dating. http://www.nber.org/cycles.html [Accessed 5/11/24].