

FULL PAPERS THAT DO NOT MEET THESE FORMATTING REQUIREMENTS WILL BE RETURNED TO THE AUTHOR(S) FOR EDITING.

THE FINAL PAPER SHOULD BE UP TO 5000 WORDS IN LENGTH (without references).

Full paper should be single spaced. All margins should be 2.5 cm.

FULL PAPER TITLE (Times New Roman, font size 16, bold, upper case, centered)

Name SURNAME (Author 1; Times New Roman, font size 12, centered)
Institution's name and address (Times New Roman, font size 12, italics, centered)
E-mail address (Times New Roman, font size 12, centered, **not underlined, black**)

Name SURNAME (Author 2; Times New Roman, font size 12, centered)
Institution's name and address (Times New Roman, font size 12, italics, centered)
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Name SURNAME (Author 3; Times New Roman, font size 12, centered)
Institution's name and address (Times New Roman, font size 12, italics, centered)
E-mail address (Times New Roman, font size 12, centered, **not underlined, black**)

Abstract (Times New Roman, font size 12, bold, justified)

Abstract text. (Times New Roman, font 12, italics, justified)

Abstract should explain the purpose of the research, research design/methodology/approach, research findings, research limitations/implications and originality/value of the paper. Use single-line spacing. More than one paragraph can be used. Space line (one) should be inserted between paragraphs. Do not use bullets or numbering, tables or figures in the abstract. Do not include references in the abstract.

Keywords (Times New Roman, font size 12, bold, justified): e-business, Internet, strategy and decision-making (**up to 5 keywords**; Times New Roman, font size 12, lower case, justified)

JEL classification (Times New Roman, font size 12, bold, justified): M14, M20, M21, M29 (**up to 5 JEL codes** from the following [JEL classification system](#); Times New Roman, font size 12, justified)

Introduction (main heading; Times New Roman, font size 14, bold, justified)

Basic text (Times New Roman, font size 12, single-spaced, justified)

Subtitle(s) (second level heading; Times New Roman, font size 12, italics, bold, justified)

Subtitle(s) (third level heading; Times New Roman, font size 12, justified)

Space line (one) should be inserted between paragraphs.

Space line (one) should be inserted between headings and the text.

Space lines (two) should be inserted between the text and the new heading.

This refers to all headings.

References are cited in the text as follows (APA style – see more at: [link](#)):

Two Authors:

The surname of both authors is stated with an ampersand (&) between. For example: (Mitchell & Smith, 2017 or Mitchell & Smith, 2017, p. 25 or Mitchell & Smith, 2017, pp. 25-33).

Three, Four or Five Authors:

For the first cite, all names should be listed: (Mitchell, Smith, & Thomson, 2017).

Further cites can be shorted to the first author's name followed by et al: (Mitchell et al., 2017).

Citing a Secondary Source:

In this situation the original author and date should be stated first followed by 'as cited in' followed by the author and date of the secondary source. For example:

Lorde (1980) as cited in Mitchell (2017) or (Lorde, 1980, as cited in Mitchell, 2017)

Tables, figures and/or graphs should be numbered consecutively in Arabic numerals and inserted in the text according to example below.

Tables should have double line for outside frame, and single line for inside lines. If the table(s) spans two or more pages, please repeat the heading row of the table(s).

Figure/Table/Graph 1/: GDP in CEE (Times New Roman, font size 12, italics, justified)

Source: www.worldbank.org (Times New Roman, font size 12, italics, left)

Acknowledgement (Times New Roman, font size 14, bold, justified)

An acknowledgement section should be written between the conclusion and the references (optional, write if necessary; Times New Roman, font size 12, justified).

References (main heading; Times New Roman, font size 14, bold, justified)

References should also be single spaced, not numbered and listed in alphabetical order. Please use APA style. See more at: [link](#).

Book

Citing a book in print

Format: Author, A. (Year of Publication). *Title of work*. Publisher City: Publisher. (Times New Roman, font size 10, justified)

Example: Weaver, D., & Lawton, L. (2002). *Tourism Management*. Milton: John Wiley & Sons Australia.

Citing an electronic book from an e-reader

Format: Author, A. (Year of Publication). Title of work [E-Reader Version]. Retrieved from <http://xxxx> or DOI: xxxx (Times New Roman, font size 10, justified)

Example: Eggers, D. (2008). The circle [Kindle Version]. Retrieved from <http://www.amazon.com/> [January 25, 2022]

Citing a book from a database

Format: Author, A. (Year of Publication). Title of work. Retrieved from <http://xxxx> or DOI: xxxx (Times New Roman, font size 10, justified)

Example: Sayre, R.K., Devercelli, A.E., Neuman, M.J., & Wodon, Q. (2015). Investment in early childhood development: Review of the world bank's recent experience. DOI: 10.1596/978-1-4648-0403-8

Citing an edited book

Format: Author, A. (Ed(s.)) (Year of Publication). *Title of work*. Publisher City: Publisher. (Times New Roman, font size 10, justified)

Example: Williams, S.T. (Ed.). (2015). *Referencing: A guide to citation rules* (3rd ed.). New York: My Publisher.

Chapter in an Edited Book

Format: Chapter author, A. (Year of Publication). *Title of chapter*. In Editor, A. (Ed(s.)) Title of book. Publisher City: Publisher, chapter page range. (Times New Roman, font size 10, justified)

Example: Troy, B.N. (2015). APA citation rules. In Williams, S.T. (Ed.). *A guide to citation rules*. New York, NY: Publishers, 50-95.

Journal article

Citing a journal article

Format: Author, A. (Publication Year). Article title. *Periodical Title*, Volume (Issue), pp.-pp. (Times New Roman, font size 10, justified)

Example: Choi, J., Woods, R.H., & Murrmann, S.K. (2000). International labour markets and the migration of labour forces as an alternative solution for labour shortages in the hospitality industry. *International Journal of Contemporary Hospitality Management*, 12(1), 61-67. <https://doi.org/10.1108/09596110010305154>

Citing a journal article found online

Format: Author, A. (Publication Year). Article title. *Periodical Title*, Volume(Issue), pp.-pp. <https://doi.org/xxxx> or DOI: XX.XXXXXX or Retrieved from journal URL (Times New Roman, font size 10, justified)

Example: Jameson, J. (2013). E-Leadership in higher education: The fifth "age" of educational technology research. *British Journal of Educational Technology*, 44(6), 889-915. DOI: 10.1111/bjet.12103

Website

Citing a general website article with an author

Format: Author, A. (Year, Month Date of Publication). Article title. Retrieved retrieval (download) date from URL (Times New Roman, font size 10, justified)

Example: Simmons, B. (2015, January 9). The tale of two Flaccos. Retrieved January 25, 2022, from <http://grantland.com/the-triangle/the-tale-of-two-flaccos/>

Citing a general website article without an author

Format: Article title. (Year, Month Date of Publication). Retrieved retrieval (download) date from URL
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Example: Teen posed as doctor at West Palm Beach hospital: police. (2015, January 16). Retrieved January 25, 2022, from <http://www.nbcmiami.com/news/local/Teen-Posed-as-Doctor-at-West-Palm-Beach-Hospital-Police-288810831.html>