



GUIDELINES FOR AUTHORS

- The papers shall be written entirely in English language;
- The papers must have minimum 6 pages and maximum 20 pages in length and must comply exactly with the instructions bellow.
- Papers which don't comply with the formatting conditions described bellow will be returned to the authors and will only be taken into consideration for one last reviewing if they meet standards set.
- The papers must be written clearly, concise, without any ambiguities.

Page Setup: Text margins: bellow – 2.5 cm; right – 2.5 cm; top – 2.5 cm; left – 2.5 cm; page format A4. The text will be written in single line spacing, justified alignment.

Format paragraph: All paragraphs should be setting Alignment - Justify, left – 0 cm, right – 0 cm, before – 0 pt, after – 0 pt, Special – First line – 1,27 cm.

Paper Structure and Formatting Details:

TITLE OF THE PAPER PUBLISHED IN ANNALS OF SPIRU HARET UNIVERSITY. ECONOMIC SERIES

(centered, bold, Times, 14, CAPS LOOK)

(SINGLE SPACE, Times, 14)

Name SURNAME¹ of the first author, Name SURNAME² of the second author

(centered, Times, bold, 12)

Affiliation and contacts for all the authors it is required.

Attention! Please upload the paper without authors names as to ensure a double-blind peer review. Please fill in the authors names and affiliations in the platform form.

¹Organisation, Address, City, Postcode, Country

Phone, Fax, Email address

²Organisation, Address, City, Postcode, Country

Phone, Fax, Email address

(centered, Times, bold and italic, 12)

(DOUBLE SPACE, Times, 14)

Abstract (Times, bold, 12)

No more than 200 words. The abstract must clearly specify the purpose of the paper and the objectives pursued by the author by his/her study. To be written in Times, 12, italic.

(Single space, Times, 12)

Key words: five-six key words, defining the subject approached in the paper. To be written in Times, 12, italic.

JEL Classification: shall be written in accordance with the *Journal of Economic Literature* (JEL). The authors shall visit http://www.aeaweb.org/journal/jel_class_system.php for rapid guidelines. *To be written in Times, 12*

(Double space, Times, 12)

Introduction (Times, bold, 12)

The introduction shall have a page at the most, however not less than half a page. The text must provide answers for four questions. (1) What matter does the paper cover? (2) Why is the studied matter important? (3) How does the author intend to answer to this matter? (4) What is the relation between the paper and the already existent specialized literature? This introductory section shall be written clearly and any confusion in communicating the four answers might result in paper rejection. *(Times, 12)*

(SINGLE SPACE, Times, 12)

Literature Review (Times, bold, 12)

This section must comprise referrals to specialized literature, compared against the paper's subject, emphasizing the most important and relevant contributions on which the author will ground his/her argumentation. In the reviewing process there shall be taken into consideration the share of referrals to papers published in international journals recognized by the scientific community. This section must stress the fact that the author is familiar with the knowledge level in the studied area, that he/she has sufficient scientific training, allowing him/her to have a pertinent opinion over the studied issues. *(Times, 12)*

(SINGLE SPACE, Times, 12)

Theoretical Background (Times, bold, 12)

This section presents (if the case) the used theoretical tools: models, calculation formula. Also, any potential statistic data will be referred to, as well as their source and processing manner. *(Times, 12)*

(SINGLE SPACE, Times, 12)

Paper content (headline depending on the specific of the approach subject) (Times, bold, 12)

In this section (or set of sections, as the case might be) the author shall present and support the results he/she intends to communicate by means of the paper. The references to literature should be noted in the main text in **12 point Times New Roman font**, in the following form: [Barr, 2012]; [Blake, 2006; Barr, 2008]; [Barr & Diamond, 2008]; [Casey *et al.*, 2003]; [IMF, 2014]. **Footnotes should be avoided.** *(Times, 12)*

(SINGLE SPACE, Times, 12)

Conclusions (Times, bold, 12)

The conclusions section shall cover three elements: (1) it shall summarize the main outcomes; (2) it shall undertake the implications of such outcomes; (3) suggestions for future researches. *(Times, 12)*

(DOUBLE SPACE, Times, 12)

References (Times, bold, 12)

References shall be written in accordance with the Chicago Manual of Style. The authors shall visit <http://www.apastyle.org/manual> for rapid guidelines. (Times,11). References are **mandatory**. There are not accepted footnotes, but only endnotes where the case.

Please, list the references in alphabetical order at the end of the paper in the reference section as in the examples taken from *APA Manual of Style*:

Book

- [1] A. Gray. *Modern Differential Geometry*. CRE Press, 1998.

Journal article

- [2] WEERASINGHE, R., & JAYAWARDANE, A. (2018). UNIVERSITY-INDUSTRY PARTNERSHIPS FOR INNOVATION: SRI LANKAN EXPERIENCES. *Annals of Spiru Haret University. Economic Series*, 18(1), 25-45. doi:<https://doi.org/10.26458/1811>

Case study

- [3] MARTINEZ-POLO, J., & MARTÍNEZ-SÁNCHEZ, J. (2018). REPUTATION AND TRUST IN SHARING ECONOMY PLATFORMS: THE CASE OF TRAITY. *Annals of Spiru Haret University. Economic Series*, 18(2), 143-158. doi:<https://doi.org/10.26458/1827>

Procedia

- [4] J. Li, Y. Jiang, R. Fan. Recognition of Biological Signal Mixed Based on Wavelet Analysis. In: Y. Jiang, et al (eds.). *Proc. of UK-China Sports Engineering Workshop*. Liverpool: World Academic Union. 2007, pp. 1-8. (Use "References" Style)

Book review

- [5] UȚĂ, C. (2018). Quality of employment in small firms. *Journal of Economic Development, Environment and People*, 7(2), 56-57. doi:<http://dx.doi.org/10.26458/jedep.v7i2.586>

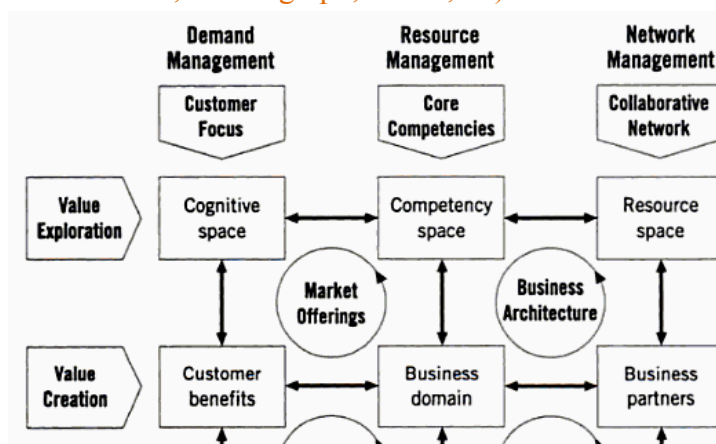
GRAPHS AND TABLES

Along the paper's content, the author may use graphs and tables but not more than four for a small paper and for every each of them it should be provided the number, title and source of origin. Also, author has to be precise regarding years and unit measures (where it is needed).

As an example:

For graphs

(SINGLE SPACE , before graph, Times, 12)



(SINGLE SPACE , after graph, Times, 12)

Figure nr. 1. A Holistic Marketing Framework (Graph title, Center, Times, bold, 12)
 Source: Philip Kotler, Dipak Jain, and Suvit Maesincee, *Marketing moves: a new approach to profits, growth, and renewal* (Boston: Harvard Business School Publishing Corporation, 2002), p. 29 (center, Times, 10)
 (SINGLE SPACE, Times, 12)

For tables
 (SINGLE SPACE, before table, Times, 12)

Table no. 1. Drivers for Mastering the Value Stream in the New Business Landscape (Table title, Center, Times, bold, 12)

Value Driver	Business Imperative
Customer value	• Operate as a customer-centric company • Focus on customer value and satisfaction • Develop distribution channels matched to customer preference • Develop and manage with a marketing scorecard • Make profits on customer lifetime value
Core competencies	• Outsource those activities that others can do better, faster, or cheaper • Benchmark against "best practices" around the world • Keep inventing new competitive advantages • Operate with cross-departmental teams that manage processes • Operate in marketspace as well as in the marketplace
Collaborative networks	• Focus on balancing stakeholder interests • Be generous in rewarding the company's partners • Use fewer suppliers and turn them into partners

(SINGLE SPACE, after table, Times, 12)

Source: Philip Kotler, Dipak Jain, and Suvit Maesincee, *Marketing moves: a new approach to profits, growth, and renewal* (Boston: Harvard Business School Publishing Corporation, 2002), p. 19 (center, Times, 10)
 (SINGLE SPACE, Times, 12)