International Conference on Bussiness and Finance

ICBF 2023

28-29 September 2023

University of Economics Ho Chi Minh city

Format guidelines for submission paper	
Paper text format	Must be **double-spaced** in **Times New Roman 12 font** with **one-inch margins**
Title format	In **Times New Roman 16 font** in **bold** and **centered alignment**
Abstract	Should **not** be **more than 100 – 150 words**
Keywords	Maximum **10 keywords**
Section heading style	● Level 1. 12 font in **bold**. Period after the number ● Level 2. Subheading in *Italics* and **bold**. Period after the number. ● Level 3. This subheading in *Italics is NOT* bold. Period after the number.
Table	Any figures or tables you use in your document must be discussed in your paper. If copying and pasting an image, ensure all elements are clear and the print size is readable. (*)

References (please do **NOT** use numbering for references)	**References cited** in the text must appear in the **reference list** and **vice versa**.
Format guidelines for the template bio	
Author's Bio	**[Middle name] [First name] [Last name]** Example: Van Anh Nguyen holds Ph.D. in Finance at University A in Australia. He is currently working at the Faculty of Finance, University B. His research interests include mergers and acquisitions, corporate finance, and financial media.

[Middle name] [First name] [Last name]

Corresponding author's Bio

Example: James Smith holds Ph.D. in Accounting from University A in Australia. He is currently working at the Faculty of Finance, University B. His research interests include accounting and management in the private and public sectors.

NOTICE: The Manuscript of the article file is named according to the syntax <[Title] _Manuscript>

Another information file about the author's Bio file is named in the following syntax: <[Title] _Bio>

(*) Example:

Table 1: [Table Name]

Variable Definition Source A Aaa a
B Bbb b

You can use this checklist below to carry out a final check of your submission before you send it to the book series for review

Your manuscript of article is named must follow that syntax <[Title]_Manuscript>

Author's bio is named must follow that syntax: <[Title] _Bio>

The word count is in accordance with the publishing regulations The text is

single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.

Template for paper
Paper Title

Author Name[1], Author Name[2], Author Name[3*]

[1]Department of --------------------------, University Name, City, Country
[2]Department of --------------------------, University Name, City, Country
[3]Department of --------------------------, University Name, City, Country

*Corresponding Author: (Phone: + 00 000 000 0000; Email: authormail@mail.com)

Abstract

150 to 250 words (11 point, Times New Romance, normal style).

Keywords: 3 – 5 words, in alphabetical order (11 point, Times New Romance, italics)

1.   **TITLE** (11 point, bold, capitalization, number "1.", "2.").

-     Use a normal font (11 point Times New Roman) for text.
-     Use tab stops or other commands for indents, not the space bar.
-     Save your file in docx format (Word 2017 or higher).

1.1 Title (11 point, bold)

1.1.1 Title (11 point, bold)

1.1.2 Equation

-     Use the equation editor or MathType for equations (11 point, Times New Romance, normal style).

1.2 Figure

-     `The image is a high-contrast black-and-white image (dpi ≥ 300).`
-     Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.

1.3 Table

-     All tables are to be numbered using Arabic numerals.
-     Use the table function, not spreadsheets, to make tables.
-     Tables should always be cited in text in consecutive numerical order.
-     For each table, please supply a table caption (title) explaining the components of the table.

References

-     APA Style

The paper should has maximum 25 pages (Including appendices)