

Instructions for authors

STEPS TO PUBLISHING IN THE JOURNAL “THE ANNALS OF THE UNIVERSITY OF ORADEA, ECONOMIC SCIENCES”

To publish a paper in the The Journal “The Annals of the University of Oradea, Economic Sciences”, the authors must register and participate to the **International Conference “European Integration – New Challenges”**, organized annually by the Faculty of Economics, University of Oradea, in the last weekend of May, by going through the following steps:



Step 1 – Registration and authentication:

To participate to the International Conference “*European Integration – New Challenges*”, you have to first **register on the site**: <http://anale.steconomieuoradea.ro/en/the-fes-conference/> or <http://steconomie.uoradea.ro/cercetare.html> **the on-line registration button** by filling in the *Registration Form*.

The Registration Form contains: Personal data (surname; first name, contact, institution, telephone number, e-mail, password).

After registration, you will receive an authentication e-mail containing the data introduced by you in the on-line registration form.

NOTE! The e-mail and the password provided in the on-line *Registration Form* will be used to authenticate yourself on the site whenever you access the Conference registration site.



Step 2 – Paper and abstract uploading

After the authentication on the site, you can fill in the *Upload Form* of each **paper** (edited in accordance with the *Wording technical rules*).

The upload form contains fields where the following must be filled in/uploaded:

1. Author/s information:

- scientific title, name and first name;

- contact address, telephone number and e-mail;
- institution.

2. Information regarding the paper registered:

- title of paper;
- the section the paper is affiliated with;
- abstract - compulsory in English, conceived and written in compliance with the *Guide for abstract writing*;
- key words - written in compliance with the *Guide for abstract writing*;
- the code corresponding to [JEL Classification](#).

3. The **paper**, written in compliance with the Guide for paper writing . The paper (full text) in English will be attached - Word documents saved under the title “surname first name first author EN” . Optional, the Romanian authors, for the scientific review purposes, the paper (full text) will be also uploaded in Romanian – Word document saved with the title “surname first name first author RO”. The Romanian version will represent the exact replica of the scientific paper written in English and it is necessary for the scientific review.

For the papers registered in the Subsection The Impact of Foreign Languages on the Business Environment, written in one of the foreign languages: English, French, Italian, or German, with the abstract in English, the authors should upload the papers in English, French, Italian, or German – Word document saved with the title “surname first name first author EN” or “surname first name first author FR” or “surname first name first author IT” or “surname first name first author DE”.

After you upload the paper, you will receive a notification e-mail and the paper will be reviewed (see **Review Process** on the site: <http://anale.steconomiceuoradea.ro/en/paper-review/>)



Step 3 – Payment confirmation for the accepted papers

After uploading the abstract/s and the paper/s, the Editorial Staff will start **reviewing the papers** registered. .

After the reviewing process, you will be notified in an e-mail whether your paper has been accepted/rejected to be presented at the conference and the manner of presentation: presentation in the plenary section/sub-section or poster-type presentation. The standard format of the poster –type presentation can be uploaded from <http://anale.steconomiceuoradea.ro/en/the-fes-conference/> or <http://steconomice.uoradea.ro/cercetare.html>

After the notification of the acceptance of your paper, you have to confirm the **payment of the participation fee**.

To confirm the payment, you will access your account on the Conference registration site, you will introduce the payment data (number of receipt, PO etc.) in the pre-defined form and, also, you will attach/upload, scanned, the document proving the payment of the participation fee (this document can be sent by fax at number 0040259408409).



Step 4 – Paper presentation

If you have managed to follow all these steps, we are looking forward to seeing you at Oradea to present your paper/papers!

The reception of the participants is made electronically by the secretaries of the Conference.

Upon registration, each author will receive the *Reception Chart* containing previously filled in information about the paper/papers, section, presentation room/panel for the poster-type presentation, reservation for lunch, diner etc.

The electronic registration of each author present at the Conference is compulsory for this type of registration will generate the *Minute* of the section and the *Certificate of Participation*.

Also, upon the electronic registration, the authors will receive the Conference portfolio containing: the Agenda of the Conference, the volumes: ***Conference Proceedings “European Integration – New Challenges*** (CD-ROM format) and ***Abstracts Proceedings “European Integration – New Challenges”***(printed format).

The facilities available in each section-sub-section are: laptop, video-projector, flipchart, panels for the posters.

GUIDE FOR ABSTRACT WRITTING

Taking into consideration that the abstracts of the scientific papers accepted to be presented at the Conference “European Integration – New Challenges”, are the object of publication in the volume: *Abstracts Proceedings “European Integration – New Challenges”, Editura Universității din Oradea, ISSN 1844 5519 (printed format)*, we recommend that the authors comply with the following rules regarding the writing of the abstracts of the papers:

THE STRUCTURE OF THE ABSTRACT

When writing the scientific paper we would like to ask you to comply with the structure of the abstract recommended below. For the application of on-line registration of the participants automatically generates the volume of abstracts of the registered scientific papers, we would like to ask you to upload the full content from: *Abstract in English, Keywords in English, JEL Codes when electronically uploading the papers on the on-line registration site at section Abstract* (in compliance with the requirements below):

TITLE OF THE PAPER (TIMES NEW ROMAN, 12, BOLD, UPPERCASE)

Author1 (Times New Roman 11, bold, align left; write only the surname and the first name, without mentioning the scientific title)

Institution Affiliation (Times New Roman 11, bold, italic, align left, on separate lines write University, faculty / Institution name; please do not write contact address, emails, phone numbers)

Author2 (Times New Roman 11, bold, align left, write only the surname and the first name, without mentioning the scientific title)

Institution Affiliation (Times New Roman 11, bold, italic, align left, on separate lines write University, faculty / Institution name; please do not write contact address, emails, phone numbers)

Author3 (Times New Roman 11, bold, align left, write only the surname and the first name, without mentioning the scientific title)

Institution Affiliation (Times New Roman 11, bold, italic, align left, on separate lines write University, faculty / Institution name; please do not write contact address, emails, phone numbers)

Abstract in English (Times New Roman 11, italic, align left – right (justify), maximum 500 words; the abstract will NOT be preceded by the word Abstract.

Key words in English (Times New Roman 11, italic, 5 keywords) - the key words will be separated by comma and preceded by the word Keywords. The keywords will be selected according to their relevance for the content of the paper and will be written in the decreasing order of their importance from the perspective of the subject tackled.

JEL Codes (Times New Roman 11, italic) – one or several JEL codes will be listed where the paper can be included from the perspective of the subject tackled (see JEL Classification available on <http://anale.steconomieuoradea.ro/conferinta/> or <http://steconomice.uoradea.ro/cercetare.html>)

THE CONTENT OF THE ABSTRACT

Please consider the following:

- the abstract of the paper must have minimum 300 words, maximum 500 words;
- the abstract must draw the attention of the reader, briefly describing what the paper presents and why it is worth reading;
- the abstract must assure the readers that the paper is the result of quality scientific research;
- the abstract must contain enough information to allow the reader to appreciate the character appropriate to the research methodology as well as the value and the originality of the author's contribution;
- the abstract is not an introduction of the paper;
- the abstract should not contain tables, diagrams etc.;
- generally, bibliography references are not necessary in the abstract.

The abstract must contain concise and clear statements regarding the subject of the papers, the theme and objectives of the research, the analysis of previous literature/research, research methodology, the results and the implications of the research, the contribution of the author. We are presenting below, as a guide, according to the most cited international practices in the field, *some recommendations for writing the content of the abstract*:

- **Theme** (max. 50 words) – presentation of field of research, research theme, the nature and significance of the subject of the paper. Try to briefly answer the question: *What is the paper about and why is it important?*
- **Objectives of research** (max. 50 words) – presentation of purpose and objectives of the paper, the research question/questions the paper answers, the problems analysed and demonstrated. Try to briefly answer the question: *What does the paper/research performed intend for the writing of the paper?*
- **Literature analysis/previous research** (max. 100 words) – presentation of existing concepts, previous researches or papers on which the construction of the paper is based. Try to briefly answer the question: *How does the paper relate to the literature on the subject and to other researches and papers in the same field?*
- **Research methodology** (max. 100 words) – concise presentation of the research methodology used, eventually the approach used in the analysis of data, the main research methods used etc. Try to briefly answer the question: *What is the research methodology used and why is this methodology relevant?*
- **Results** (max. 100 words) – concise presentation of the main results and conclusions of the research, the limitations of the results presented assuring that these results are accurate and justified and stating the final stage of the research

(interim results, final results) etc. Try to briefly answer the question: *What are the results of the research and what are their limits?*

- **Implications** (max. 50 words) – concise presentation of the implications of the paper/research on a specific field, on development, where applicable, on researches, methodologies, education, economic environment, strategies, policies etc. Try to briefly answer the question: *What are implications of the paper on a specific field?*
- **Contribution of author/authors** (max. 50 words) – presentation of the main contribution of the author/authors and of the fact that it is original and unexampled. Try to briefly answer the question: *What is the added value of the paper and the original contribution of the author/authors?*

GUIDE FOR THE SCIENTIFIC PAPER WRITTING

Taking into consideration that the scientific papers accepted to be presented at the Conference “European Integration – New Challenges”, are the object of publication *Conference Proceedings “European Integration – New Challenges”, Editura Universității din Oradea*, ISBN 978-606-10-0149-1, (in electronic format on CD-ROM) and, according to the results of the reviewing process, in the Journal “The Annals of the University of Oradea, Economic Sciences**”, a journal cited CNCSIS category B+ and BDI indexed, we recommend the authors to comply with the following rules referring to paper writing:**

TECHNICAL ASPECTS CONCERNING THE WRITING OF THE PAPER

When writing the scientific paper, please consider the following technical aspects:

- the paper must be 6 page long;
- page format: B5 (width: 18,2 cm height: 25,7 cm); mirrored margins; margins top/bottom: 1 cm; inside margin: 2 cm; outside margin: 1 cm;
- Subtitle 1 (Times New Roman 11, bold);
- *Subtitle 2 (Times New Roman 11, bold, italic);*
- main text – font Times New Roman, font size 11; notes and indices - font Times New Roman, font size 10; alignment *justify* both sides;
- paragraphs start without tab, from the line;
- the punctuation signs (.,;:!?...) will not be preceded by spacing, but will be followed by space;
- the numbered lists will not have automatic numbering;
- the *bullets* lists will be created with dash (-), not with other symbols and, also, not automatically;
- in the list, the entries can be ended with a semicolon (entries start with lower-case letters) or period (entries start with capital letter);
- the title numbering will not be performed automatically, but manually;
- there is no spacing after citation marks and the opening brackets; also, there is no spacing before the closing brackets;
- only the *italics* or **bold** are used for emphases in the text (not underline);
- the figures and the schemes will be compact, there will not be accepted figures created in Microsoft Word using the]Drawing option (which moves when the volume of the journal is made);
- the organization of the citations must be unitary. See the section Citation in this material;
- papers with footnotes are not accepted, but explanatory notes at the end of the paper marked in the text as “(1)” are accepted. These will be written in the order of numbering at the end of the paper, before bibliography, as “Notes”;
- papers without bibliography are rejected.

THE STRUCTURE OF THE SCIENTIFIC PAPER

When writing the scientific paper consider the following:

TITLE OF THE PAPER (TIMES NEW ROMAN, 12, BOLD, UPPERCASE)

Author1 (Times New Roman 11, bold, align left; write only the surname and the first name, without mentioning the scientific title)

Institution Affiliation (Times New Roman 11, bold, italic, align left, on separate lines write University, faculty / Institution name; please do not write contact address, emails, phone numbers)

Author2 (Times New Roman 11, bold, align left, write only the surname and the first name, without mentioning the scientific title)

Institution Affiliation (Times New Roman 11, bold, italic, align left, on separate lines write University, faculty / Institution name; please do not write contact address, emails, phone numbers)

Author3 (Times New Roman 11, bold, align left, write only the surname and the first name, without mentioning the scientific title)

Institution Affiliation (Times New Roman 11, bold, italic, align left, on separate lines write University, faculty / Institution name; please do not write contact address, emails, phone numbers)

Abstract in English (Times New Roman 11, italic, align left – right (justify), maximum 500 words; the abstract will NOT be preceded by the word Abstract.

Key words in English (Times New Roman 11, italic, 5 keywords) - the key words will be separated by comma and preceded by the word Keywords. The keywords will be selected according to their relevance for the content of the paper and will be written in the decreasing order of their importance from the perspective of the subject tackled.

JEL Codes (Times New Roman 11, italic) – one or several JEL codes will be listed where the paper can be included from the perspective of the subject tackled (see JEL Classification available on <http://anale.steconomiceuoradea.ro/conferinta/> or <http://steconomice.uoradea.ro/cercetare.html>)

We are presenting below, as a guide, some recommendations for the structuring of the paper:

I. Introduction Presentation of the theme – field of research, research theme, the nature and significance of the subject of the paper,, the importance of the paper etc. and the objectives of the research - the purpose and objectives of the paper, the research question/questions the paper answers, the problems analysed and demonstrated etc.	20%
II. Literature analysis/previous research Presentation of existing concepts, previous researches or papers on which the construction of the paper is based, the way in which the paper relates to the literature on the subject and other researches or papers in the field.	20%
III. Research methodology Concise presentation of the research methodology used, eventually the approach used in the analysis of data, the main research methods used, the motivation behind the research methodology used and the reasons for which it is relevant.	20%

<p>IV. The results of the research Concise presentation of the main results and conclusions of the research and the limitations of the results presented assuring that these results are accurate and justified and stating the final stage of the research (interim results, final results).</p>	20%
<p>V. Conclusions Presentation of the implications of the paper/research on a specific field, on development, where applicable, on researches, methodologies, education, economic environment, economic, political decision-makers etc. and the contribution of the author/authors - with the specification of the main contribution of the author/authors and the fact that it is original and unexampled. Try to briefly answer the question: <i>What is the added value of the paper and the original contribution of the author/authors?</i></p>	20%
<p>VI. Notes VII. Bibliography</p>	

GRAPHIC REPRESENTATIONS / TABLES

The graphic representations (graphs, schemes, figures etc.) and the tables are numbered in the paper, in the order in which they occur in the text, in the category where they belong. The number of graphs, schemes, figures and tables will be positioned in the body text, between brackets, where they are referred to, for example: (Fig. no 1) or (Table no 1). The title and number of the graphs, schemes, figures etc. will be positioned *under* them and the title and number of the tables will be positioned *above* them. In all cases, the source or the mention – *made by the author* - will be written under the graph, scheme or table

The mathematical equations or formulae used must be numbered, placing their numbers between brackets, on the right side.

CITATION

The citation will be in accordance with the **Chicago Manual of Style¹**: *citation in the text, between round brackets*, stating - **author year publication: page**, as it follows:

- If an author is cited: (Krugman 2009: 75);
- If two authors are cited, both authors must be mentioned separated by “and”: (Dornbusch and Fischer 1997: 117);
- If three authors are cited, the previous rule is applied, but the first two authors are separated by comma: (Hardwick, Langmead and Khan 2002: 123);
- If four or several authors are cited – only the name of the first author is cited, followed by the expression ““et al.””: (Manolescu et al. 1997: 154);
- If the citation refers to a sequence of pages, the first page and the end page are mentioned (Popescu 2000:285-290);

¹ See *The Chicago Manual of Style Online*. http://www.chicagomanualofstyle.org/tools_citationguide.html:

- If the citation refers to two or several sources, these are separated by semicolon: (Popescu 2000: 31-32; Ionescu 1999:13);
- If the citation refers to one or several works of the same authors, the name is mentioned only once and the years are separated by comma: (Popescu 1996, 2000);
- Regarding the web pages, the citation is made in the body of the text, for example “according to the European Union budget for 2011, presented on the official website of the European Commission...”, the citation in the text is (European Commission) and the full reference appears in the Bibliography.

BIBLIOGRAPHY WRITING

- the bibliography references will be written alphabetically according to the surname of the first author;
- it is automatically numbered from 1 la...n;
- the bibliographical sources are separated according to typology: books, journals and newspapers; statistics yearbooks, publications, official reports; web pages etc. and are distinctly numbered;
- the bibliography will be written in accordance to the **Chicago Manual of Style²**, as it follows:
- the title of the book will be in *italic*; the author, year, title and place of book publication will be separated by period, the place of publication and the publishing house will be separated by colon, as it results from the examples below:

Books:

- **One author:**

Example: Parker, Simon. *The Economics of Entrepreneurship*. Cambridge: Cambridge University Press, 2009.

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- **if several books have the same author published in the same year, use the letters (a, b, c etc.) to differentiate the volumes:**

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Example:

Handy, Charles. *Elefantul și puricele: o gândire nouă pentru o lume nouă*, București: Editura Codecs, 2007a.;

Handy, Charles. *Pelerina goală: o gândire nouă pentru o lume nouă*. București: Editura Codecs, 2007b.;

Handy, Charles. *Epoca irațiunii: o gândire nouă pentru o lume nouă*. București: Editura Codecs, 2007c..

- **Two authors:**

Example: Beaud, Michel and Dostaler, Gilles. *Gândirea economică de după Keynes*. București: Editura Eurosong & Book, 2000.

or

Example: Baldwin, Richard and Wyplosz, Charles. *The Economics of European Integration*. McGraw Hill Education, 2009.

See *The Chicago Manual of Style Online*. http://www.chicagomanualofstyle.org/tools_citationguide.html

- **Three or more authors:**

Example: Hardwick, Philip, Langmead, John and Khan, Bahadur. *Introducere în economia politică modernă*. Iași: Editura Polirom, 2002.

For books re-edited or available in more than one format, cite the edition, the format, and the version consulted. For books or articles consulted on-line, mention the access date and the webpage consulted.

- **Chapters of an edited volume:**

Example: Kholer – Koch, B.. “Organized Interests in European Integration: the Evolution of the New Type of Governance?” In *Participation and Policy-Making in the European Union*, edited by Wallace, H. and Young, A. R., 42-68. Oxford: Clarendon, 1997.

- **An article in journals/on-line journals:**

Example: Dobrescu, Emilian.. “Macromodel Simulations for the Romanian Economy.” *Romanian Journal of Economic Forecasting* 2(2010): 7-28.

or

Example: Dinu, Marin. 2010. “Lumea către ea însăși. Lectură deschisă asupra tranziției globale.” *Economie teoretică și aplicată* XVII, 1(2010): 70-89, accessed February 18, 2010. http://store.ectap.ro/articole/438_ro.pdf .

- **An article in a newspaper:**

Example: *** “A guide to womenomics. The future of the world economy lies increasingly in women hand.” *The Economist*, Apr 12th, 2006. Accessed December 17, 2010. [http://www.economist.com/node/6802551\(\)](http://www.economist.com/node/6802551).

- **Websites:**

European Commission. “EU Budget 2010. Investing to restore jobs and growth.” Accessed February 18, 2011. http://ec.europa.eu/budget/budget_detail/last_year_en.htm .

PROPOSALS FOR THEMES/PLENARY SESSION PAPERS

Any participant to the Conference "*European Integration – New Challenges*" is invited to make proposals of THEMES and/or PAPERS for the *Plenary Session of the Conference*; The Scientific Committee reserves its right to chose. The proposals can be sent, by e-mail, to: adodescu@uoradea.ro.

FINAL NOTES

1. The responsibility for the presentation of the papers in final form (printable) belongs exclusively to the authors and it is engaged by uploading./registering the paper/s on the on-line registration site of the Conference.
 2. The responsibility for the accuracy of the translation into the foreign language chosen belongs exclusively to the authors. For the scientific review, we recommend the Romanian authors, when registering on-line, to upload the paper translated into Romanian, representing the exact replica of the scientific paper written in English.
 3. The responsibility for the authenticity/originality of the paper is made by the author when signing the [Statement of Authenticity](#) and delivering it, printed and signed, to the members of the Organization Committee on the date the paper is presented at the Conference.
 4. The authors must indicate, when registering their paper on-line an e-mail address for the correspondence with the Editorial Board.
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