**Manuscripts Template**

Word file format B5 (ISO) (paper size 17,6 cm x 25 cm).

The paper margins should be: top – 2 cm; bottom – 2 cm; left – 2,5 cm; right – 1,5 cm.

**PAPER TITLE**

**(Times new roman, 12 pt, bold, centred, CAPS)**

**Author Name SURNAME (Times New Roman, 12 pt, bold,** **right-aligned)**Institution Name (Times New Roman, 10 pt, normal, right-aligned)
E-mail: (Times New Roman, 10 pt, italic, right-aligned)
**Author Name SURNAME (Times New Roman, 12 pt, bold,** **right-aligned)**Institution Name (Times New Roman, 10 pt, normal, right-aligned)
E-mail: (Times New Roman, 10 pt, italic, right-aligned)

**Abstract** (Times New Roman, size 10 pt, italic,justified alignment)

The abstract will contain approximately 150-200 words and it should emphasize the reasons for the research problem selected, the main research methods used and some key findings, focusing on the original contributions of the author(s). It is recommended to avoid using references within this paragraph.

**Keywords**:(Times New Roman, 10 pt, italic, justified alignment)

It is recommended to select 4-6 keywords, separated by commas.

**1.    Introduction (Times New Roman, size 12 pt, bold, centred)**

The Introduction (Times New Roman, 12 pt, normal, justified alignment) will highlight the essence, motivation and rationale of research, identification of the problem/issues, an overview of the compartments and ideas to be addressed in the content of the paper.

**2. The degree of investigation of the problem currently, and purpose of research**

The achievements and progress made so far in the field will be analysed, the relationship between existing results in the theory and/or practice in the field and own research of the author/authors will be expressed. The author/authors will clearly identify the purpose of research.

**3. Methods applied**

The compartment shall contain the description of research algorithm, presentation of the main methodological procedures and investigative tools. Materials applied will be subject to analysis by highlighting notorious scholars, progressive ideas, etc.

**4. Results obtained and discussions**

This compartment will register the original research of the author / authors with discussions on the topic and the results achieved.

The sections will have to respect the following editorials rules:

* all the text must be typed in one column format, using Microsoft Word, size 12 pt, normal, justified alignment, 1,00 line-spacing;
* it is highly recommended to avoid using special styles (**Bold**, *Italic*, Underline). The Bold style will only be used for emphasizing the titles, the sections and the sub-sections, while *the Italic style will only be used for the abstract and keywords*;
* the figures and tables will be numbered and each of them should have a title according to their content, a legend and a reference. It is allowed only high-quality scanned figures;
* tables will be inserted in the article using simple border / margin. Both the number and the title of the table will be placed immediately above the table, using Times New Roman, size 12 pt, normal, centred. The cells will be filled in by using Times New Roman, size 10 pt, normal. The source of the data presented in the table will be shown under the table, using Times New Roman, size 10 pt, normal, left alignment.

**Template of table insertion in the paper**

Table 1: Title (Times New Roman, 11 pt, normal, centred)

|  |  |  |
| --- | --- | --- |
| Times New Roman, 10 pt, normal | Times New Roman, 10 pt, normal | Times New Roman, 10 pt, normal |
| Times New Roman, 10 pt, normal | Times New Roman, 10 pt, normal | Times New Roman, 10 pt, normal |
| Times New Roman, 10 pt, normal | Times New Roman, 10 pt, normal | Times New Roman, 10 pt, normal |

Source: Title (Times New Roman, 10 pt, normal, left-aligned)

* The figures will be separated from the rest of the text by using a simple border. The number and the title of the figure/graphic will be placed immediately under the figure/graphic, centred on the page.

**Template of figure insertion in the paper**



                       Figure 1: Title (Times New Roman, 12 pt, normal, centred)
Source: Title (Times New Roman, 10 pt, normal, left-aligned)

**Conclusions (Times New Roman, 12 pt, bold, centred)**

The paper’s conclusions follow numbering list that was started before, similar to the rest of the sections.

Conclusions should reflect, according to the appropriate scope of originally proposed research, the synthesis of the main ideas and results achieved by the author/authors in the investigated area, which were exposed in the article.

The compartment may also contain recommendations regarding the analysed problem solving (not mandatory).

**References:**

Times New Roman, 11 pt,