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## **INSTRUCTIONS TO AUTHORS**

The *Economic and Engineering Studies* publishing series of the *Scientific Journal of Cahul State University “Bogdan Petriceicu Hasdeu”* aims to disseminate the research results in the fields of trade, management and economic development, the engineering researches and innovative ideas with potential application in practice by public and private institutions, entrepreneurs and investors, and other users interested in these fields.

In this context, the Editorial Board is inviting researchers, doctoral students, teaching staff and professionals from the real sector of the economy to submit scientific materials to be published in the *Economic and Engineering Studies* publishing series of the *Scientific Journal of Cahul State University “Bogdan Petriceicu Hasdeu”*.

Formal conditions of acceptance are the following:

- the material has not been previously published or submitted for publication elsewhere in its present form;
- the paper is the result of their own investigation and it has an original innovation character;
- the author(s) are fully responsible for the entire content of the study and for the correctness of expressions and phrases used;
- a clear delimitation of author’s vision or the results of its investigations and the results of previous researches in the article is required;
- the copyrights are automatically transferred to Cahul State University “Bogdan Petriceicu Hasdeu” immediately after the acceptance of the paper for publication in the *Economic and Engineering Studies* publishing series of the *Scientific Journal of Cahul State University “Bogdan Petriceicu Hasdeu”*.

Technical and editorial issues:

- papers will only be submitted **in English**;
- total content of the articles should be 6-10 pages (references included);
- a good correspondence between title and content of the article is necessary;
- the paper will have the following structure: title, name(s) of author(s), abstract, keywords, JEL classification (for papers in the field of economics), expanded content of the paper, references;
- the content of the paper will be **in English** and will correspond to mandatory requirements stipulated in the normative acts developed by the Academy of Sciences of Moldova (ASM), the National Council for Accreditation and Attestation (NCAA), the Supreme Council for Science and Technological Development (SCSTD);
- the main elements of the scientific paper will be: the summary (in English), the keywords (in English), 1. Introduction, 2. The degree of investigation of the problem currently, and purpose of research, 3. Methods and materials applied, 4. Results obtained and discussions 5. Conclusions, References;
- citing authors must be done by compulsory reference of the source;
- a clear definition of the terms used is recommended;
- do not use page numbering, inserting lines, headers and footnotes;
- the text must be typed in one column format;

- decision regarding publishing of the article in the review is approved at the meeting of the Editorial Board;
- the paper must respect the conditions from the **Template**;
- the article must be written exclusively in Microsoft Word and it will be sent to the Editorial Board by e-mail at [journal.ees@usch.md](mailto:journal.ees@usch.md) .

## **SUBMISSION**

The Journal welcomes the submission of original research papers for publication that meet the general criteria of scientific excellence.

The authors who submit their article to the *Economic and Engineering Studies* publishing series of the *Scientific Journal of Cahul State University "Bogdan Petriceicu Hasdeu"* for publication have to complete the following:

- **Registration form** (see below).
- **The manuscript** perfected according to the **Template** (see below).
- **Declaration on own responsibility** (see below).
- **Confirmation of payment** (see below).

The articles must be submitted as a Word document (.doc or .docx) attachment by email to [journal.ees@usch.md](mailto:journal.ees@usch.md) .

### **Publication fee**

If the paper is accepted for publication, author(s), excepting the staff of the Cahul State University "Bogdan Petriceicu Hasdeu", will be asked to pay 50 euro as article publication fee, in order to cover the operating costs.

The editor of the *Economic and Engineering Studies* publishing series of the *Scientific Journal of Cahul State University "Bogdan Petriceicu Hasdeu"* strives to provide constructive and developmental feedback to authors within approximately one month.

**REGISTRATION FORM**

**THE SCIENTIFIC JOURNAL OF CAHUL STATE UNIVERSITY  
"BOGDAN PETRICEICU HASDEU"  
ECONOMIC AND ENGINEERING STUDIES**

Title of the paper: \_\_\_\_\_  
\_\_\_\_\_

Research field: \_\_\_\_\_

**1. Name and surname of the author:** \_\_\_\_\_

Scientific title: \_\_\_\_\_

Institution, country: \_\_\_\_\_  
\_\_\_\_\_

E-mail address: \_\_\_\_\_

**2. Name and surname of the author:** \_\_\_\_\_

Scientific title: \_\_\_\_\_

Institution, country: \_\_\_\_\_  
\_\_\_\_\_

E-mail address: \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

## **MANUSCRIPTS TEMPLATE**

**Word file format A4 (paper size 21 cm x 29,7 cm).**

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

### **PAPER TITLE**

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

**Author name (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 (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.*

**JEL Classification:** (Times New Roman, 10 pt, bold, left-aligned) – **for papers in the field of economics.**

In order to choose the JEL Classification for your paper, you can access the following link:

**<https://www.aeaweb.org/econlit/jelCodes.php?view=jel>.**

### **1. Introduction (Times New Roman, size 11 pt, bold, centred)**

The Introduction (Times New Roman, 11 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., 3., ..., n. Paper sections (Times New Roman, size 11 pt, bold, centred)**

The basic content of the paper will be divided into compartments according to this model. Depending on the preferences of the author/authors it is allowed to include other compartments too. The compartments will be numbered consecutively (using figures 2, 3, 4, ..., n). Leave two blank lines before the compartments and a blank line after the title of compartment.

**N**

### **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 and materials 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. Obtained results 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 11 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 references for quotations used in the text must appear in square brackets, for example [1, p.23], the list of references forming the REFERENCES section;
- 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

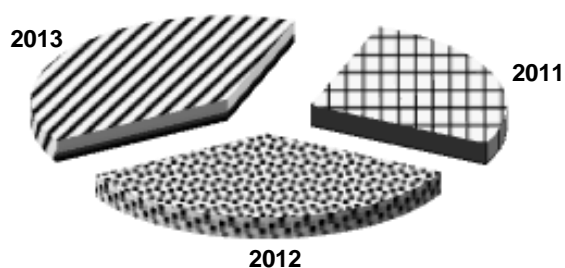


Figure 1: Title (Times New Roman, 11 pt, normal, centred)

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

- The Maths formulas will be centred and numbered as shown below:

$$y = f(x) \quad (1)$$

## **5 . Conclusions (Times New Roman, 11 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, bold, CAPS, centred)**

The References section is not numbered. This section will comprise the list of the references, in alphabetical order, using Times New Roman, size 10 pt, normal, justified alignment. Examples of how to edit References section:

- **for books and publications written by one, two, three or four author(s)**  
TUHARI, T. *Contabilitatea operațiilor în comerț*. – Ch.: ASEM, 2002. 215 p. ISBN 9975-75-150-4.  
ȘERBAN, N., ȘAVGA, L. *Perfecționarea infrastructurii și eficientizarea funcționării comerțului din cadrul cooperăției de consum*. – Ch.: UCCM, 2011. 218 p. ISBN 978-9975-4297-3-3.
- **for books and publications written by more than four authors**  
ROJCO, A., HRISTIUC, L., LIVIȚCHI, O., STREMENOVSCAIA, Z., VINOGRADOVA, V. *Prestațiile sociale și impactul lor asupra reducerii sărăciei în Republica Moldova*. – Ch.: IEFS, 2011. 156 p. ISBN 978-9975-4295-4-2.
- **chapters in monographs (national/international)**  
MELINTE, C. Sursele de finanțare la crearea întreprinderii. În: *Antreprenoriat: Inițierea afacerii / L.Bugaian, V.Catanoi, A.Cotelnic [et al.]; red. șt. coord. L.Bugaian. Univ.Tehn. a Moldovei*. – Ch.: „Elena-V.I.” SRL, 2010, pp.317-332. ISBN 978-9975-9649-4-4.
- **for books, dictionaries, educational and methodical publications (national / international)**  
LIVIȚCHI, O., MORARU, S. *Mediul european de afaceri. Indicații metodice*. – Ch.: UCCM, 2013. 93p. ISBN 978-9975-114-37-0.  
PANAITE, N., IFTIMESCU, A. *Management: concepte și aplicații*. – Iași: Universitatea „Alexandru Ioan Cuza”, 2003. 347 p. ISBN 9738243874.
- **for articles and papers published within international reviews ISI**  
DRAENERT, F., KÄMMERER, P., PALARIE, V., WAGNER, W. Vertical bone augmentation with simultaneous dental implantation using crestal biomaterial rings: a rabbit animal study. *Clin Implant Dent Relat Res* [online]. 2012, nr. 14 (Suppl. 1), 169-174. ISSN 1523-0899. (IF: 3.532). Disponibil: [http://onlinelibrary.wiley.com/journal/10.1111/\(ISSN\)1708-8208/issues](http://onlinelibrary.wiley.com/journal/10.1111/(ISSN)1708-8208/issues)  
DINU, V., SCHILERU, I., ATANASE, A. Atitudinea consumatorilor români față de etichetarea ecologică a produselor. *Amfiteatru economic* [online]. 2012, nr. 31, 8-24. ISSN 1582-9146 (IF: 0.757). Disponibil: [http://www.amfiteatruconomic.ro/RevistaDetalii\\_RO.aspx?Cod=45](http://www.amfiteatruconomic.ro/RevistaDetalii_RO.aspx?Cod=45)
- **for articles published in other international journals**  
BULAT, G., MOLDOVAN-BĂTRÎNAC, V., ȘAVGA, L. New Dimensions of Education Reform in the Republic of Moldova: Equity, Relevance, Efficiency and Sustainability, *Review of International Comparative Management*. 2012, 11 (3), 445-453. ISSN 1582-3458.  
TCACIUC, Cl., HACINA, L., GUȚU, A. Study on corporate social responsibility of cooperative enterprises in the Republic of Moldova, *Economy Transdisciplinarity Cognition*. 2012, 15 (1), 218-225. ISSN 2068-7389.
- **for web-sites**  
Human Development, International Living. <http://internationalliving.com/2010/12/quality-of-life-2011/> (vizitat 12.06.2013).

Joint social partners structures and restructuring: Comparing national approaches. <http://www.eurofound.europa.eu/publications/htmlfiles/ef0918.htm> (vizitat 06.07.2013)

• **for patents**

ȘARGAROVSKI, V., SUCMAN, N., IUDIN, T., ; DUCA, D., STÂNGACI, E., MACAEV, F. *Compoziție catalitică pentru reacția Morita-Baylis-Hillman*. Brevet de invenție MD 4062. 2010-08-31.

The article will end with a summary (abstract) and keywords in Romanian and Russian (for authors abroad it is allowed to present the summary either in Romanian or Russian).

**MATERIALS THAT DO NOT MEET THE REQUIREMENTS WILL BE REJECTED!**

**DECLARATION  
on own responsibility**

The undersigned \_\_\_\_\_,

declare on own responsibility that the presented work

“ \_\_\_\_\_ ”

is the result of myself research and it is based on information obtain from sources that have been cited and indicated in notes and references, according to the Code of ethics for authors. I declare that the paper has not been previously published or submitted for publication to any other journal in its present form.

*Date* \_\_\_\_\_

*Signature* \_\_\_\_\_

### **THE REVIEW PROCESS**

#### **of scientific articles submitted by authors for publication in the Economic and Engineering Studies publishing series of the Scientific Journal of Cahul State University “Bogdan Petriceicu Hasdeu”, approved by the University Senate.**

The article submitted for publication follows peer-review process organized in two stages of assessment:

- 1. editors of the Editorial Board;*
- 2. two reviewers from home and/or abroad with competence in the field of research.*

Manuscript assessment is carried out on an anonymous basis without identifying the author/authors.

At both stages of reviewing process the recommendations and comments of reviewers are made known to the author/authors in order to improve the quality of the publication.

The manuscript, rejected at the first stage of evaluation, is forwarded for repeated review to an expert in the field (professor, associate professor) from the Cahul State University “Bogdan Petriceicu Hasdeu”.

Only after acceptance of article at first stage, the manuscript can be sent for evaluation by two reviewers from home and/or abroad (professor, associate professor).

The manuscript can be:

- 1. Accepted in its original form;*
- 2. Accepted with minor changes;*
- 3. Accepted with substantial changes;*
- 4. Rejected.*

The Article accepted by the reviewer on condition of making substantial changes can be re-evaluated by the same expert in the scientific field for compliance to recommendations, elimination of inadequacies and improvement of the quality of intellectual work of the author.

In the situation where there are major discrepancies between the opinions of reviewers at the second stage of the review process, the article is sent to a third reviewer.

The manuscript rejected at the second stage of the review process can be presented by the author repeatedly only after a fundamental transformation of the article.

The final decision on the publication of articles in the current issue of the journal shall be adopted under the advisory of the Editorial Board members and consideration of reviewers’ recommendations from both phases of the review process.



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