

PREPARATION FOR MANUSCRIPTS

Software requirements

Microsoft (MS) Word for Windows

Article size

CEJGSD has no restrictions on the length of manuscripts, provided that the text is concise and comprehensive.

File types

You should save Your main document as a PC-compatible text format such as Word (.doc or .docx).

Paper size

The paper size have to be A4 and with margins of 2,5 cm all round.

Alignment

Should be Left. Neither tabs nor spacebars should be used for alignment. The paragraphs will not have the same length, which should not worry you.

Space between paragraphs

Single (1)

Font

Cambria 10pt for main text and titles of tables and figures. Please, be careful not to use Spacebar morethan once between each word. Full stops and commas should follow the words immediately, no space between a word and a comma or a full stop.

Title

Title of the paper 16pt, bold, centered

Author List and Affiliations

Authors' full first and last names must be provided (Cambria 11pt, bold). Is used for affiliations standard format: complete address information including city, zip code, state/province, country, and all email addresses (Cambria 9pt, normal). At least one author should be designated as corresponding author, and his or her email address and other details (telephone and fax number) should be identified in footnote (Cambria 10pt, normal).

Abstract

The abstract should be a total of about 300 words maximum. For research articles, abstracts should give a pertinent overview of the work. The abstract should be a single paragraph (Cambria 10pt, normal).

Key words

Five to seven pertinent key words (separated by comma) need to be added after the abstract (Cambria 10pt, normal).

Main text

It is highly recommended by the Editorial Board that main text should contain:

1.INTRODUCTION (Cambria, 10pt, bold) The most recent research papers related to the topic of your article and the main goal of your work should be mentioned (Cambria, 10pt, normal).

2.LITERATURE REVIEWS (Cambria, 10pt, bold) The purpose of the literature review is to analyze critically a segment of a published body of knowledge through summary, classification, and comparison of prior research studies, reviews of literature, and theoretical articles (Cambria, 10pt, normal).

3.METHODS AND DATA (Cambria, 10pt, bold) The most recent methods should be used in analyses (Cambria, 10pt, normal).

4.OTHER SUBTITLES (Cambria, 10pt, bold) - Depends on authors and topics (Cambria, 10pt, normal).

5.CONCLUSIONS (Cambria, 10pt, bold) This section is not mandatory, but can be added to the manuscript if the discussion is unusually long or complex (Cambria, 10pt, normal).

ACKNOWLEDGMENTS: (Cambria, 10pt, bold) Apart from the usual acknowledgements, use this section to mention sponsoring and funding information (Cambria, 10pt, normal).

REFERENCES (Cambria, 10pt, bold)

- **in the text:** References must be numbered in order of appearance in the text. In the text, reference numbers should be placed in square brackets [], and placed before the punctuation; for example [1], [5–8], or [2,4]. For embedded citations in the text with pagination, use both parentheses and brackets to indicate the reference number and page numbers; for example [9] (pp. 28–30) or [10] (p. 155) (Cambria, 10pt, normal).
- **at the end of the manuscript:** All references must be complete and accurate (Cambria, 9pt, normal). References must be numbered in order of appearance in the text (including table captions and figure legends) and listed individually at the end of the manuscript. Include the digital object identifier (DOI) for all references where available. Use the APA 6 reference style (Cambria, 9pt, normal).

Some examples of references in APA style are included below.

Book with one author:

Fennell, D. (2008). *Ecotourism*. Third edition. New York, NY: Routledge.

Book with two authors:

Boniface, B. & Cooper, C. (2005). *Worldwide Destinations. The geography of travel and tourism*. Fourth edition. Oxford, UK: Elsevier.

Book with more than two authors:

Erdeli, G.; Căndea, M.; Braghină, C.; Costachie, S.; Zamfir, D. (1997). *Dictionary of human geography*. Bucharest, RO: Corinth Publishing House.

Journal article with DOI:

Moscardo, G. & Murphy, L. (2014). There is no such thing as sustainable tourism: Re-conceptualizing tourism as a tool for sustainability. *Sustainability*, 6(5), 2538–2561. DOI:10.3390/su6052538

Journal article without DOI (when DOI is not available):

Becker, L.J. & Seligman, C. (1981). Welcome to the energy crisis. *Journal of Social Issues*, 37(2), 1-7.

Coccean, P. & Ilovan, O-R. (2008). Sustainable development management. *Geographia Napocensis*, II(2), 5-17. Retrieved from http://geographianapocensis.acad-cluj.ro/Revista/Revista_eng/index.htm

A publication in press:

Junho, S. (in press). Roadmap for e-commerce standardization in Korea. *International Journal of IT Standards and a Standardization Research*.

Edited book:

Yang, P. (Ed.) 2018. *Cases on Green Energy and Sustainable Development*. Hershey, PA: IGI Global.

Chapter in an edited book:

Baporikar N. (2017). Critical Review of Tourism in India. In P.O. de Pablos & Z.M. Aung (Eds.), *Tourism and Opportunities for Economic Development in Asia* (pp. 149-169). Hershey, PA: IGI Global.

Published proceedings:

Nijkamp, P.; van den Bergh, C.J.M.; Soeteman, F. J. (1991). Regional Sustainable Development and Natural Resource Use. In *Proceeding of the World Bank Annual Conference on Development Economics, 1990*, pp. 153–188.

Website:

Iașu, C.; Ibănescu, B.-C.; Stoleriu, O. & Munteanu, A. (2018). *The WHS Designation—A Factor of Sustainable Tourism Growth for Romanian Rural Areas?* Retrieved from <http://www.mdpi.com/2071-1050/10/3/626>.

Non-English references should contain, at the end, additional explanation in which language it was written. If the article contains English summary it should be mentioned. For example:

Grahovac, M.; Pivac, T.; Nedelcu, A. 2018. Značaj internet prezentacije za razvoj vinskog turizma Banata (Srpski i Rumunski Banat), *SINTEZA 2017, International Scientific Conference on Information Technology and Data Related Research* (in Serbian with English abstract & summary).

Dinu, M. 2002. *Geografia turismului*, Editura Didactică și Pedagogică, București (in Romanian).

Tables

The tables should be typed in the main text and numbered in their correct order using Arabic numbers. The title should be above the table (font 10pt) and the source of the data below (font 10pt).

Figures

All photographs, maps and graphs have to be named as Figure. The figures have to be enclosed in the text, in their order of appearance and should be numbered consecutively using Arabic numbers. The title (font 10pt) has to be below the figure. All figures (photographs and maps) have to be submitted as a separate file. All graphs have to be submitted as a separate file in MS Excel format with all the data needed for making the graph. The file should be named as the number of the figure in the main text. Example: Figure 1, Figure 2, etc. If a figure has been previously published, acknowledge the original source. File for Figures and schemes must be provided during submission in a single zip archive and at a sufficiently high resolution (minimum 1000 pixels width/height, or a resolution of 300 dpi or higher). Common formats are accepted, however, JPEG, TIFF, and PDF are preferred.

Abbreviations

Except for units' measurement, abbreviations are strongly discouraged. The first time an abbreviation appears, it should be preceded by the words for which it stands.

Reviewer Suggestions

During the submission process, please suggest three potential reviewers with the appropriate expertise to review the manuscript. The editors will not necessarily approach these referees. Please provide detailed contact information (address, phone, e-mail address). The proposed referees should neither be current collaborators of the co-authors nor have published with any of the co-authors of the manuscript within the last five years. Proposed reviewers should be from different institutions to the authors. You may suggest reviewers from among the authors that you frequently cite in your paper.