Research Design Paper Submission Template

Please read carefully and adhere strictly to the GUIDELINES before uploading your submission!

I. GENERAL

Research Design Papers must be uploaded to the conference web site following the procedure described in the acceptance letter. PDF format is required.

- The size of the document and other files related to the submissions cannot exceed 2,000 words excluding images, tables and references
- The full papers will be posted online on the conference web site (available by the registered participants), so please keep to these instructions as strictly as possible
- The text should be single spaced and left and right justified.
- 12-point Times New Roman must be used throughout your paper.
- The margins should be as set in this document
- The first two pages of this template must be deleted

Let us remind you that the Research Design Paper is not a full paper. This special type of paper will enable authors to discuss their work while in its developmental stage (for example, theory, method, positioning), so comments and feedback obtained at the conference can be incorporated in the final stages of research and writing. The structure depends on the current development stage of the research. Do your best to make clear what has been done and what type of feedbacks you are looking for.

II. LAYOUT

The papers should be written in good English and with headings, paragraphs, etc. in line with the following:

1. TITLE:

The title should be centered at top on first page, typed in upper case, bold, but not underlined.

2. AUTHORS AND AFFILIATIONS:

Authors’ names should be centered underneath the title, bold, but not underlined, first given name followed by family name. The full address and the Email address should follow on a separate line.

3. ABSTRACT:

An abstract should be provided before the main body of the paper.

4. HEADINGS:
All headings, except for the title of the paper, should start from the left-hand margin.

For the main headings, use upper case, bold not underlined letters.

Second order headings should be in lower case letters, the first word starting with a capital, bold but not underlined.

Third order headings should be underlined, not bold, in lower case letters.

5. SPACE BETWEEN PARAGRAPHS AND INDENTATIONS:

Allow one line space before all headings, but no empty lines between headings and text.

The first word after the heading should be indented by two characters. Do not insert space between paragraphs.

6. REFERENCES

References should be indicated with authors’ last name(s) and year of publications in text inside brackets e.g.: (Karlsson and Åhlström, 2009).

List of references should be in alphabetical order by authors surname, in this format:


7. FOOTNOTES

Avoid footnotes and instead use brackets.

8. DIAGRAMS, TABLES AND FIGURES

These should be provided within the body of the text.

9. APPENDICES

If there are any appendices, they should appear at the very end of the paper and be numbered within the paper.
TITLE

Author name and surname
Affiliation
e-mail

Author name and surname
Affiliation
e-mail

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e-mail

ABSTRACT

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KEYWORDS

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HEADING 1

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Heading 2

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Heading 3

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