

INSTRUCTIONS TO AUTHORS

Abstract

Purpose: This document describes the required formatting of Econviews papers, including fonts, citation styles, and figure/table placement. The abstract should be 100 to 250 words in length. It should be structured as follows: Purpose, Methodology, Results, Conclusion.

Methodology: Include the main method(s) used for the research.

Results: What are the results of your research? This will refer to analysis, discussion, or results.

Conclusion: The conclusions of the paper should be written in a clear and concise manner.

Keywords: First keyword, second keyword, third keyword, (A maximum of six keywords is provided)

1. Introduction

Acta Economica Et Turistica is intended for researchers and practitioners, and devoted to the publication of papers that contribute to the theoretical, methodological and empirical insights in the complex field of economics. Articles can be based on quantitative as well as qualitative analyses; they can be a synthesis of previous research and discuss open issues in specific areas of social and economic practice.

Within the peer review process, papers published in the journal are categorized in one of the following categories: original scientific papers, preliminary communications, review papers and professional papers. Papers must be submitted in English and/or Croatian.

1.1 Submission guidelines

Acta Economica Et Turistica strives to uphold the highest standards for published manuscripts and we expect our authors to do the same. It is required that your paper be professionally edited (by a language reviewer) prior to submission. This will help to ensure that the academic content of your paper is fully understood by journal editors and reviewers.

Submissions should not be published earlier or be under consideration for publication elsewhere. The papers should be submitted electronically to acta.turistica@libertas.hr

In addition to the main manuscript, a separate file should be sent containing contact information of each author (name and surname, institution — if employed, postal code and city, country and email address).

Articles must be the author's original work and fully adhere to scientific and professional rules and best practices for citation and the attribution of sources. The Editors will check every submission using the "Turnitin" plagiarism detection software and will reject the submission in case of plagiarism or return it to the author for corrections in cases of small oversights.

1.2 The review process

After receiving a submission, the Editors will assess whether it is of high enough quality to be sent for peer-review. In case of a negative opinion, the Editors will reject the manuscript with an explanation. In case of a positive opinion, the Editors will send the manuscript to two reviewers using the double-blind model in which both the author and reviewers remain mutually permanently anonymous. The Editors will choose the reviewers based on their expertise in the field of the submitted manuscript, under the condition that they are not employed by the author's institution.

The publication of scientific and professional papers in the journal is conditional upon a positive assessment of both reviewers and their recommendation to publish the paper. In case of disagreements between the two reviewers, the Editors will appoint a third reviewer.

Manuscripts accepted for publication will be categorized based on the reviewers' recommendations.

2. Article structure

There are no strict requirements but all manuscripts should contain the essential elements of the manuscripts, for example: Introduction, Theoretical and conceptual background/framework,

Methodology, Results, Discussion, Conclusion, References, Attachments (if any). Such article structure is recommended for scholarly articles in the category of scientific papers.

Introduction: The introduction should state the objectives of the paper, describe the nature of the problem and current state of knowledge. It should give the scope and general methods of research, and present a hypothesis and/or research goals. The introduction may be followed by the chapter Theoretical and conceptual background/framework: In this part, the authors can elaborate on previous research or demonstrate how the theory developed.

Methodology: The paper built on an appropriate base of theory, concepts, or other ideas needs to have clear methodology and be relevant to the topic. The research or equivalent intellectual work on which the paper is based should be well designed and clearly presented. Method(s) already published should be indicated by a reference.

Results: The results should be analysed appropriately and presented clearly and concisely.

Discussion: The discussion should explore the significance of the results of the study.

Conclusion: The conclusion should be based on research questions and/or should indicate the results and the scientific contribution made by the paper. Guidelines for further research should be proposed. Also, limitations of the study should be noted.

3. Formatting requirements

Papers must be formatted so as to allow printing on paper size 210 x 297 mm. Times New Roman, size 12 (unless otherwise stated herein) should be used, and line spacing should be 1.5. The margins (left, right, top and bottom) should be 25mm wide. The text should be aligned with both the right and left margins (justified). The paper should have between 4,500 and 6,500 words (including references).

Above the title, in the upper right corner, the authors state JEL classification of the article. JEL classification is stated according to: <https://www.aeaweb.org/jel/guide/jel.php>

3.1 Title and headings

The title of the paper should be written in uppercase bold letters. All other headings and subheadings should be written in lowercase bold letters and numbered as shown below:

1. Heading

1.1 Subheading

1.1.1 Subheading

2. Heading

2.1 Subheading

2.1.1 Subheading etc.

Please note that only the paper title should be capitalized and that there is no dot after the subheadings number.

3.2 Tables, figures and graphs

Tables, figures, graphs, and other illustrations must be titled (above) and the source must be stated below such parts of the paper using the required font, size 10 and single spacing. The title must state the type and indicate the number, starting from 1 (Table 1, Figure 1, Graph 1, etc.). Tables and graphs cannot be photographs. In-text references to figures, tables and graphs should be capitalized, as in „From Table 5 it can be seen...“ Figures and tables should be inserted in proper places throughout the text. Do not group them together at the beginning of a page, nor at the bottom of the paper.

Figure 1 Journal cover page of Acta Economica Et Turistica



Source: Libertas International University, <https://www.libertas.hr/o-nama/izdavastvo/>

The appearance of the tables should be simple, without unnecessary borders or shading.

4. Citation and references

For in-text citations please use APA style. APA style uses the author-date citation system. In-text citations have two formats: parenthetical and narrative.

4.1 In-text citations

For **parenthetical** citation put the authors last name, year of publication and page number (if needed) in parentheses, after the quoted text. Examples of the parenthetical citations:

- Single author: the author's name, year of publication (Mishkin, 2010) or with the page number: (Mishkin, 2010, p. 50)
- Two authors: both authors' names, year of publication (Mc Connell & Brue, 1996)
- Three or more authors: first author's name followed by 'et al.', year of publication O (Banasik et al., 1999).

In **narrative** citations, author's name is incorporated into the text as part of the sentence and the year follows in parentheses. For example:

„Taylor (1999) points to the importance of working capital management.“

When citing a secondary source, in the reference list provide an entry for the secondary source that was used. In the text, identify the primary source and write „as cited in“ the secondary source that was used. For example: (Babić, 2007, as cited in Blanchard et al., 2009). Note that only Blanchard et al.'s work appears in the reference list.

If you need to make further clarification of the text, you may use footnotes at the bottom of the page as they appear in the text. Notes should be numbered with Arabic numerals using the Times New Roman font, size 10.

4.2 Reference list

At the end of the paper, a reference list should be numbered and alphabetized by the last name of the first author of each source. Use APA style for references (<https://apastyle.apa.org/style-grammar-guidelines/references/>). Please ensure that every reference cited in the text is also present in the reference list and vice versa. Also, it should be ensured that data provided in the references are correct. More than one reference from the same author in the same year should be identified by the letters 'a', 'b', 'c', etc., after the year of publication. Single line spacing is used.

Books:

Author, A. & Author, B. (Year). *Title* (edition - only include this if not the first edition).

Publisher.

e.g. one author:

Blanchard, O. (2005). *Makroekonomija*. MATE.

e.g. two authors:

Blanchard, O. & Fisher, S. (1993). *Lectures on Macroeconomics*, MIT, Press.

e.g. more than two authors:

Solomon, M. R., Marshal, G. W., Stuart, E. W., Barnes, B., Mitchell, V. W. (2020). *Marketing. Real People, Real Decisions*. Pearson Education.

If the book includes a DOI, include the DOI in the reference after the publisher name.

Book chapters:

Author, A. & Author, B. (year). Chapter title. In Editor, A. & Editor, B. (Eds.), *Title of the Book* (pages). Publisher.

e.g.

Faulbaum, F. & Bentler, P. M. (1994). Causal Modeling: Some Trends and Perspectives. In Borg, I. & Mohler, P. P. (Eds.), *Trends and Perspectives in Empirical Social Research* (pp. 224-249). Walter de Gruyter.

If the chapter has a DOI, include the chapter DOI in the reference after the publisher name.

Journal articles:

Author, A. & Author, B. (year). Title of article. *Journal name*, volume (number), pages.

e.g.

Fogel, K., Morck, R., Yeung, B. (2008). Big business stability and economic growth: Is what's good for General Motors good for America? *Journal of Financial Economics*, 89, pp 83–108.

If a journal article has a DOI, include the DOI in the reference after the page numbers.

Conference proceedings:

Author, A. & Author, B. (year). Title of paper. In Editor, A. & Editor, B. (Eds.). *Title of the published proceedings* (page numbers). Place of publication: Publisher.

e.g.

Samodol, A., Brlečić Valčić, S. (2018). The impact of shareholder perception of capital on ownership structure in the context of shareholder democracy - Case of the Croatian capital market // *Economic and Social Development - 36th Economic and Social*

Development (Book of Proceedings), 36th International Scientific Conference on Economic and Social Development – "Building Resilient Society", pp 347-356.

Laws and regulations:

Name of Law (Publisher). URL (if available)

e.g.

Zakon o računovodstvu (Narodne novine 78/2015). https://narodne-novine.nn.hr/clanci/sluzbeni/2015_07_78_1493.html

Webpages:

Author, A. (year, month and day). *Name of the article*. Name of the webpage. URL

or

Institution/Organization (year). *Name of the article/report*. URL

e.g. #1

Rosen, K. (2020, December 10). *Saving money is a good start, but where you keep those savings can matter even more*. Business Insider.

<https://www.businessinsider.com/personal-finance/where-to-save-money>

e.g. #2

Kennedy, S. (2020). *Wall Street Sees World Economy Surging in 2021 From Rocky Start*. Bloomberg. <https://www.bloomberg.com/news/articles/2020-12-11/wall-street-sees-world-economy-surging-in-2021-from-rocky-start?srnd=economics-vp>

e.g. #3

Deloitte (2018). *Deloitte Global Powers of Retailing 2018*.

<https://www2.deloitte.com/content/dam/Deloitte/at/Documents/about-deloitte/global-powers-of-retailing-2018.pdf>

Please provide a full link to the website article.