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# **Authors' Guidelines**

## Informații generale

- Lucrarea va fi redactată în limba engleză (conform instrucțiunilor de redactare Manuscript style AUPE). Fișierul va fi denumit după numele de familie ale autorilor (exemplu: Popa\_Preda.doc).
- Lucrarea va cuprinde un număr par de pagini (minim 8, maxim 14).
- Se pot trimite cel mult două lucrări, ca și co-autor sau unic autor.
- Lucrările se vor trimite prin e-mail pe adresa: annals.up.economics@gmail.com. Autorii sunt responsabili pentru conținutul întregului articol.
- Vă rugăm să completați și să trimiteți împreună cu lucrarea Declarația privind etica și drepturile de autor.

#### **Observații**

- Trebuie respectată legătura logică între titlul articolului, rezumat, cuvinte cheie, conținut și concluzii.
- Articolele care nu respectă toate cerințele acestui ghid nu vor fi acceptate spre publicare.

### General Guidelines

- The paper will be written entirely in English (following the instructions for authors Manuscript style AUPE).
- All articles are subject to peer review and should have a standard size of 8, 10, 12 or 14 pages.
- Authors may submit no more than two papers as co-author or single author.
- A soft copy of the manuscript is required to be sent to <u>annals.up.economics@gmail.com</u>. The authors are entirely responsible for the content of their article.
- Please complete and send together with your paper the Ethics and copyright statement.

#### **Note**

- The logical connection between the title of the article, abstract, key words, main content and conclusions should be respected.
- Articles that do not comply with all the requirements specified in the Author Guidelines will not be accepted for publication.

# **Editing Instructions**

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# THE TITLE OF THE PAPER WILL BE WRITTEN WITH CAPITAL LETTERS, CENTERED, TNR, 14 POINTS, BOLD

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# THE FIRST NAME AND THE FAMILY NAME will be written with capital letters, centred,

TNR, 12 points, bold, being followed by asterisks, and in the footnote the didactic and scientific degree,

the position and place of work of the authors e-mail are indicated (TNR, 10 points, italic)

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<Tab> ABSTRACT: (TNR, 10 points, capital letters, bold) The Abstract will only be in English and will have between 100 and 150 words, a single, left-right alignment, TNR, 10 points, italic.

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**1. THE TITLE OF THE CHAPTER:** capital letters, bold, TNR, 11 points, numbered with Arabic numbers.

(11 points) <Blank line 11 point high>

<Tab> The text paragraphs of the paper will be justified, single spaced, TNR, 11 points, regular. The paper will be edited in English; on A4 format (210 x 297), page setup, top/bottom 4,6 cm; left/right 3,7 cm, header/footer 1,27 cm (different odd and even, different first page), in WORD. The size of a <Tab> is 1,27 cm. The article should have a standard size of 8, 10 or 12 pages, including diagrams, graphs, tables and references. Between the last line before the title and the title of the chapter and between the title and the first next line a blank line is left for each.

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### 1.1. Subchapter. Subchapters can be used in the text, numbered with the number of the chapter and a number showing the number of the subtitle within the chapter. The subchapters are TNR, 11 points, bold.

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**CITATIONS:** Citations in the text should be identified as follows:

- for one or two authors: (Koch &McDonald, 2000) or (Koch &McDonald, 2000, pp.32-33);
- for three or more authors: (Smith, et al., 2002).

### PRESENTATION OF THE MATHEMATICAL EQUATIONS

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The mathematical equations will be TNR, 11 points, regular, centred and numbered on the right with Arabic numbers between round brackets.

(8 points)  
$$X^2 + Y^2 = Z^2 \eqno(1)$$
 (8 points) 

Assoc. Prof., Ph.D., University of Petrosani, Romania, e-mail

#### PRESENTATION OF THE FIGURES AND OF THE TABLES

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Figures and tables should be enclosed in the text in the order of their presentation, as possible on the page where reference is made to them. They shall be numbered with Arabic numbers and named. Black and white, high contrast figures are recommended. Both **the number and the titles of the figure/table** are written with TNR, 10 points, bold, centred, and should be positioned above for tables and below for figures. The table entries will be TNR, 10 points, bold, and the data in the table will be TNR, 10 points, regular.

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