

GUIDELINES FOR AUTHORS

Files should be in MS Word format only and should be formatted ready for publication, according to the following instructions.

Figures and tables should be embedded and not supplied separately.

Please make sure that, you use normal fonts in your text. Special fonts may cause problems during processing. To avoid unnecessary errors you are strongly advised to use the 'spellchecker' function of MS Word.

FORMAT FOR PAPERS:

Please prepare full paper in accordance with the following instructions.

Papers should be presented in A4 format, including:

TITLE: – in capitals/Font Times New Roman / Size 11 / bold

First and family name of the author – all in capitals/Font Times New Roman / Size 11. Footnote: (Times New Roman/size 9) professional address with e-mails.

- Cross headings: – Sub-chapters: Times New Roman/ Italics
- Sub-sub-chapters: Times New Roman/ Italics
- Sub-sub-subchapters: Times New Roman/ Italics with NO SPACE (LINE) after them – they will be placed immediately above the paragraph

ABSTRACT: – Abstract should not exceed 200 words
- Times New Roman, Size 9, italics

KEY WORDS: - up to 5 key words
- Times New Roman, Size 9, italics

TEXT OF THE ARTICLE:– Times New Roman / Size 11
– Intent left/right 0 cm with FIRST LINE of 1 cm

GRAPHICS, EQUATIONS: WILL NOT exceed Times New Roman / Size 11 (there is an automatic equations setting in the equations editor)

TABLES: – Times New Roman / Size 9
– If the table exceeds one page Size 6-8 may also be used
– Intent left/right 0 cm with NONE

FIGURES (PHOTOS, MAPS) – good resolution “jpg” in a compatible dimension to A4 format. Figures will be included in text.
- Intent left/right 0 cm with NONE

FONTS

Font Type: Times New Roman

Font Size (text) : 11

Font Size (Tables and Figures) : 9

MARGINS (cm)

Top: 5,75 Bottom: 5 Left: 4,25 Right: 4,25 Gutter: 0

REFERENCES (should adopt the Harvard referencing system)

BOOK

Greco, F 1992, *Bazinul Hartibaciu. Elemente de morfohidrografie*, The Publishing House of the Romanian Academy, Bucharest.

Hall, CM, Lew, A 1998, *Sustainable Tourism: A Geographical Perspective*, Longman, Harlow.

If 2 or more books in one year by same author List in alphabetical order by title

King, P 1984a, *Power in Australia*, UQP, St. Lucia.

----- 1984b, *Solar power*, Macmillan, Melbourne.

If an edited book

Popescu, C (ed.) 2003, *Disparități regionale în dezvoltarea economico-socială a României*, Meteor Press, Bucharest.

Chapter in an edited book

Swarbrooke, J 1996 'Towards the Development of Sustainable Rural Tourism in Eastern Europe', in G Richards (ed), *Tourism in Central and Eastern Europe: Educating for Quality*, Tilburg University Press, Tilburg, 137-63.

JOURNAL PAPER

Koenig, U, Abegg, B 1997, 'Impacts of climate change on winter tourism in the Swiss Alps', *Journal of Sustainable Tourism*, vol 1, pp. 46-59 p.

Culotta, E 2008, 'Hobbit skull suggests a separate species', *Science Now*, no. 677, p. 2.

Journal articles on electronic sources

Griffith, AI 1995, 'Coordinating family and school: mothering for schooling', *Education Policy Analysis Archives*, vol. 3, no. 1, viewed 12 February 1997, <<http://olam.ed.asu.edu/epaa/>>.

Additional information

Abbreviations can be used within the text according to internationally accepted conventions.

Notations should conform to international usage.

Footnotes should not be used.

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