

## EDITING TEMPLATE

### **TITLE**

(Centered alignment, Cambria font, bold, size 12, single-line spacing, no acronyms or abbreviations, followed by two-lines spacing)

Author(s) – First name SURNAME\*

(Centered alignment, Cambria font, normal, size 11, single-line spacing, surname with capital letters. Each name will be followed by an asterisk, which indicates a footnote reference with biographical and contact data. Between the author/s name/s and abstract there will be a three-lines spacing.

**Abstract – justified alignment, Cambria font, bold, size 11, single-line spacing.**

*The abstract will be justified aligned, written with Cambria font, in Italics, size 11, with single-line spacing, consisting of 200-250 words. The abstract will be followed by single-line spacing.*

**Keywords – justified alignment, Cambria font, bold, size 11, single-line spacing.**

*Keywords, at least five and at most six, separated by commas and without full stop at the end, will be justified aligned, written with Cambria font, in Italics, size 11, with single-line spacing. It will include essential words from the title and abstract. Acronyms will be mentioned also unfolded, without brackets. They will be followed by a two-lines spacing.*

**The body text of the article or study will contain:** state of the art in the field, scope and objectives; methodology; expected and obtained results; highlighting own contributions; possible impact of the research in the field; conclusions.

The text will be written with Cambria font, normal, size 12, with single-line spacing, and with bold for titles and subtitles. Highlighting techniques (bold, italic etc.) may be used in within the text for personal contributions.

The sections (introduction, chapters, and conclusions) and the subsections will not be numbered. The titles of sections will be written with Cambria font, with a special first line indentation, bold, size 12, with single-line spacing, followed by single-line spacing and the text. The titles of subsections will be placed before the text, without numbering and spacing and will be highlighted by using bold.

**Accepted papers for publishing will be original, will present a clear scientific research methodology and well defined objectives, including the article's abstract.**

**The articles will have between 10 and 15 A4 pages, including tables, images, and figures, without references and annexes. The tables, figures and images will be included within the body text, with references, and in an editable manner.**

**We recommend using British standards (United Kingdom).**

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\*Justified alignment, Cambria font, normal, size 9, single-line spacing, important biographical data - scientific title, institutional affiliation, field of expertise, contact details if agreed to making it public (e-mail).

## Reference system

For references it will be used the APA citation style (for details please visit the final version of the APA manual at [www.apastyle.org](http://www.apastyle.org)), and within the text will be indicated, between brackets, the author's name, date and page, if the case (for example: Ionescu, 2014, p. 4).

Footnotes will be avoided. It will be used only for clarifications or examples and will be as short as possible.

## Acknowledgement

**May be included in the end of the paper, justified aligned, with Cambria font, bold, size 11, and single-line spacing.**

## Reference list

In the end of the paper will be included the reference list organized alphabetically, following the APA citation style (for details please visit the final version of the APA manual at [www.apastyle.org](http://www.apastyle.org)). The references will be numbered with Arabic numerals, justified aligned, cambria font, normal, size 11, single-line spacing.

### Exemplu:

1. Alexie, S. (1992). *The business of fancydancing: Stories and poems*. Brooklyn, NY: Hang Loose Press.
2. American Psychiatric Association. (1994). *Diagnostic and statistical manual of mental disorders* (4th ed.). Washington, DC: Author.
3. *Dorland's illustrated medical dictionary* (31st ed.). (2007). Philadelphia, PA: Saunders.
4. *GVU's 10th WWW user survey*. (n.d.). Retrieved from [http://www.cc.gatech.edu/user\\_surveys/survey-1998-10/](http://www.cc.gatech.edu/user_surveys/survey-1998-10/)
5. Keller, T. E., Cusick, G. R., & Courtney, M. E. (2007). Approaching the transition to adulthood: Distinctive profiles of adolescents aging out of the child welfare system. *Social Services Review, 81*, 453-484.
6. Koo, D. J., Chitwoode, D. D., & Sanchez, J. (2008). Violent victimization and the routine activities/lifestyle of active drug users. *Journal of Drug Issues, 38*, 1105-1137. Retrieved from <http://www2.criminology.fsu.edu/~jdi/>
7. Lodewijkx, H. F. M. (2001, May 23). Individual-group continuity in cooperation and competition under varying communication conditions. *Current Issues in Social Psychology, 6*(12), 166-182. Retrieved from <http://www.uiowa.edu/~grpproc/crisp/crisp.6.12.htm>
8. Mathews, J., Berrett, D., & Brillman, D. (2005, May 16). Other winning equations. *Newsweek, 145*(20), 58-59.
9. Senior, B., & Swales, S. (2007). Inside management teams: Developing a teamwork survey instrument. *British Journal of Management, 18*, 138-153. doi:10.1111/j.1467-8551.2006.00507.x
10. Williams, J. H. (2008). Employee engagement: Improving participation in safety. *Professional Safety, 53*(12), 40-45.
11. Wolchik, S. A., West, S. G., Sandler, I. N., Tein, J.-Y., Coatsworth, D., Lengua, L.,...Griffin, W. A. (2000). An experimental evaluation of theory-based mother and mother-child programs for children of divorce. *Journal of Consulting and Clinical Psychology, 68*, 843-856.