Instructions for authors

Title of the Article

## Names of the authors, e.g., John Smith[[1]](#footnote-1), Paul Grey[[2]](#footnote-2)

Abstract

Recommended extent is 100-150 words. Abstract is not divided into paragraphs and does not include citations. It should include objective, methods, results, and conclusion. If not, the paper will have to be revised.

Keywords

4 – 6 keywords. All keywords start with a capital.

Please, do not use any spacing between paragraphs, tabulators, etc. that are not pre-defined. Papers not respecting the formal requirements will have to be revised. All text in the template, see below, is already formatted, so you can write your own text directly in it and use predefined formats for text or chapter names, as well as for tables and graphs.

Please, cite the literature directly in the text, e.g., …as mentioned by Becker (1993). Footnotes are intended to specify the relevant part of the text or for additional information for readers, etc. Please, do not include full book titles or hyperlinks in the text.

All equations should be numbered using parentheses, e.g. (1). Tables and figures should have the following format in greyscale only. Equations and tables should be inserted in an editable format, not as an image.

### I. Introduction

The introduction including motivation, originality, topicality of the paper and its aims.

### II. Main text

The extent of the entire paper should not exceed 15 pages.

**Subtitles in chapters**

Continue in text.

**Template for lists:**

* if possible,
* start with a lower case letter and separate the bullets with a comma,
* end the last bullet with a full stop.

Template for processing tables and figures/graphs:

Table 1 Rate of unemployment and inflation rate in the Czech Republic

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 2005 | 2006 | 2007 | 2008 | 2009 |
| Rate of unemployment (%) | 9,0 | 8,1 | 6,6 | 5,5 | 8,0 |
| Inflation rate (%) | 1,9 | 2,5 | 2,8 | 6,3 | 1,0 |

*Source: Czech Statistical Office (2010)*

**Figure 1 Rate of unemployment and inflation rate in the Czech Republic**



*Source: Czech Statistical Office (2010)*

Template for equation inserted via MS Word toolbar (see Insert/Equation):

$E= mc^{2}$ (1)

### III. Next chapter

All chapters, including the conclusion, should be numbered as shown above using Roman numerals.

### IV. Conclusion

Each paper must include a Conclusion chapter, which may also include a discussion if it is not desirable to present it in a separate chapter.

Acknowledgements

Provide links to grants and other sources of funding here (if any).

References

Please cite the literature as a list in alphabetical order, see the examples below:

Becker, G. S. (1993). *Human Capital: a Theoretical and Empirical Analysis with Special Reference to Education* (3rd ed). Chicago: University of Chicago Press.

Coase, R. H. (1993). Law and Economics at Chicago. *Journal of Law and Economics*, 36(1), 239–254.

Czech Statistical Office (2010). *Czech Republic: Key Macroeconomic Indicators*. Retrieved December 12, 2010, from http://www.czso.cz/eng/redakce.nsf/i/macroeconomic\_indicators/$File/AHLMAKRO.xls

Holmes, S. (1988). Precommitment and the Paradox of Democracy. In Elster, R., Slagstad, R. (eds.). *Constitutionalism and Democracy* (1st ed). Cambridge: Cambridge University Press.

Please, use the following examples for references (APA Citation Style). All mentioned references must be cited in the text and vice versa. If DOI exists, it should be given in the form: <https://doi.org/>

**Examples of citation standards:**

***Journal Article***

Author (Year). Article Title. *Journal Title*, vol.(no.), pages.

e.g. Coase, R. H. (1993). Law and Economics at Chicago. *Journal of Law and Economics*, 36(1), 239–254.

***Book***

Author (Year). *Book Title* (Edition). City of publication: Publisher.

e.g. Becker, G. S. (1993). *Human Capital: a Theoretical and Empirical Analysis with Special Reference to Education* (3rd ed). Chicago: University of Chicago Press.

***Chapter in a Book***

Author (Year). Chapter Title. In Editor (ed.). *Book Title* (Edition). City of Publication: Publisher.

e.g. Holmes, S. (1988). Precommitment and the Paradox of Democracy. In Elster, R.; Slagstad, R. (eds.). *Constitutionalism and Democracy* (1st ed). Cambridge: Cambridge University Press.

***Web Site***

Publisher/Company. (Year accessed). *Web Site Title*. Retrieved “date” from “URL”.

e.g. Czech Statistical Office (2010). *Czech Republic: Key Macroeconomic Indicators*. Retrieved December 12, 2010, from http://www.czso.cz/eng/redakce.nsf/i/macroeconomic\_indicators/$File/AHLMAKRO.xls

Appendix

All appendices should be numbered using caps, e.g., Table A.

Style Sheet

Title of the Article

## Name Surname[[3]](#footnote-3), Name Surname[[4]](#footnote-4)

Abstract

Text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text text .

Keywords

Keyword, Keyword, Keyword, Keyword

### I. Introduction

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### II. Main text

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**Subtitles in chapters**

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**Template for lists:**

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* text text text.

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Table 1 Title of the table

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Column title | Column title | Column title | Column title |  |
| Line title | Values |  |  |  |  |
| Line title |  |  |  |  |  |

*Source: Source title (year)*

**Figure 1 Title of the figure/graph**



*Source: Source title (year)*

$E= mc^{2}$ (1)

### III. Next chapter

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### IV. Conclusion

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Acknowledgements

Text text text text text.

References

List of all references (in alphabeticall order)

Appendix

Table/Figure/Graph A: Title

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2. The affiliation (including full address) and e-mail of the author, e.g. University of Vienna, Universitätsring 1, 1010 Vienna, Austria. E-mail: PaulGrey@email.eu. [↑](#footnote-ref-2)
3. Address. E-mail. [↑](#footnote-ref-3)
4. Address. E-mail. [↑](#footnote-ref-4)