|  |  |  |  |
| --- | --- | --- | --- |
| A close-up of a blue and white sign  Description automatically generated | Volume XX, Issue (x) (2025) | xx-xx | International May Conference on Strategic Management |

# **TITLE OF PAPER IN ENGLISH (TIMES NEW ROMAN 14PT BOLD, ALL CAPS, CENTER – STYLE: heading 1 IMCSM PAPER TITLE)**

## First Author1 [[1]](#footnote-1)(Please list first name and last name of each author), Second Author2, Third Author3 (Times New Roman 12 pt, center, bold – Style: Heading 2 IMCSM Author names)

1 University name, Faculty name, Country Name

2 Company name, Country Name

3 NOTE: Please follow this form and instructions when listing institutions. The numbers above the author’s name are related to the institution. If all the authors are from the same institution or there is only one author of the paper, number(s) shouldn’t be listed at all.
If for example the first and the third author are from the same institution, then use number 1 for both and list this institution only once, and for the second institution use the number 2.
If all the authors are from different institutions, you should have a new number for each new institution. For the corresponding author use the footnote to list the author’s e-mail address (see example in the footnote). (Times New Roman 12pt, italic, center -Style: IMCSM Institutions).

**Abstract**: This document gives formatting instructions for authors preparing papers for publication in the Proceedings of the IMCSM conference. The authors must follow the instructions given in the document in order for the papers to be published. **You should use this document as a template into which you can type your own text.**

The abstract should contain a summary of the paper in 150 to 200 words. It should be typed using single spaced paragraph without indentation and Times New Roman 12 font. The submission of papers for the Students Symposium should be done by sending the paper via email:  saarsic@tfbor.bg.ac.rs

For the papers written in Serbian, the paper title and the abstract on English must be added at the end of the paper.

**Keywords**: Include maximum 5 keywords separated by commas.

1. INTRODUCTION (TNR 12pt, BOLD, ALL CAPS, INDENTATION: LEFT = 1.27cm or 0.5", SPECIAL: hanging = 0.63cm OR 0.248" or use Style: imcsm subtitle lev. 1 IMCSM)

This document is a template. An electronic copy can be downloaded from the conference website. For questions on paper guidelines, please contact the conference organization committee as indicated on the conference website. Full papers should be submitted in English or Serbian language. If submitted in Serbian language, the paper should contain title, list of authors, institutional affiliations, abstract and keywords in both English and Serbian. The manuscripts should be submitted in Microsoft Word 2010 or higher version. For paragraph use style IMCSM Paragraph Style.

Maximum number of pages is 10, including text, figures, tables, references and appendixes.

Subtitle level 2 (TNR 12 bold, justified, first line 1.27cm, Spacing: single, Style Subtitle level 2 IMCSM)

* + 1. Page layout (TNR 12, justified, first line 1.27cm, special hanging 1.27cm, line spacing single, or style: IMCSM SUBTITLE LEV.3)

Paged size of the manuscript should be A4, with a width of 210 mm (8.27") and the length of 297 mm (11.69"). Margins should be set as follows:

- Top = 2.5 cm,

- Bottom = 2.5 cm,

- Left = 2.5 cm,

- Right = 2.5 cm.

* + 1. Paper title and authors

The title of a paper should be typed using uppercase bold letters, Times New Roman 14pt font in continuation (without any line breaks).

Below it, in Times New Roman, bold, 12pt, centred, put the names of authors (only first and last name of the authors).

Below it, in Times New Roman, italic, 12pt, centred, put their institutions (if the institution is University than put: University name, Faculty name, Country Name; if the institution is a company then put: Company name, Country name). If all authors are from the same country, include country name only once at the end of the affiliation.

Leave two blank lines after the institutional affiliation list.

* + 1. Paper subtitles

There should not be more than three levels of headings (subtitles) (**1.** / **1.1.** / 1.1.1.). The following headings and subheading format should be used:

* **Subtitle level 1** (ex. **1.**) – use the guidelines:
	+ Font: Times New Roman 12pt, bold, all caps,
	+ Paragraph: General: justified,
	+ Paragraph: Indentation: Left & Right = 0, Special: First Line = 1.27cm or 0.5",
	+ Paragraph: Before & After = 0pt, Line spacing: Single.
* **Subtitle level 2** (ex. **1.1.**) – use the guideline:
	+ Font: Times New Roman 12pt, bold,
	+ Paragraph: General: justified,
	+ Paragraph: Indentation: Left & Right = 0, Special: First Line = 1.27cm or 0.5",
	+ Paragraph: Before & After = 0pt, Line spacing: Single.
* **Subtitle level 3** (ex. 1.1.1.) – use the guideline:
	+ Font: Times New Roman 12pt,
	+ Paragraph: General: justified,
	+ Paragraph: Indentation: Left & Right = 0, Special: First Line = 1.27cm or 0.5",
	+ Paragraph: Before & After = 0pt, Line spacing: Single.
		1. Text formatting

All body text should be fully justified. Paragraphs should be single spaced with first line indentation by 1.27cm or 0.5", without any line gaps between consecutive paragraphs. There should not be any styles applied to any of the text in the paper, other than IMCSM Paragraph Style.

There should not be used more than two levels of bulleting. The style of bulleting should be followed as it is shown under the subtitle 1.1.3. or you should follow the guidelines:

* **First level of bulleting:** Font: Times New Roman 12pt; Paragraph: General - justified, Indentation - Left = 1.27cm or 0.5", Right = 0, Special: Hanging = 0.63cm; Before & After = 0pt, Line spacing: Single; without empty line before and after bulleting.
* **Second level of bulleting**: Font: Times New Roman 12pt; Paragraph: General - justified, Indentation - Left = 2.27cm, Right = 0, Special: Hanging = 0.63cm; Before & After = 0pt, Line spacing: Single.
	+ 1. Equations, figures, and tables

Equations should be written using the Microsoft Equations tool. Equations should be centred, in line with text, with the number indicators to the right, as shown:

$NSV=\sum\_{k=0}^{n}NP\_{k}∙ a\_{k}$ (1)

Figures should be presented in JPG or TIFF file formats while making sure that they are centred, in line with text and within the margins. Below each figure caption and reference for the figure should be presented. Figure title should be centred and presented as shown here. If the figure is the original work of authors, the reference is not required.



*Figure 1*. Figure caption (Frynas & Mellahi, 2015)

For tables the Times New Roman font size 10 should be used. Table title should be listed using the Times New Roman font size 12, formatted on the left, in the form as it is presented. Reference of the table should be listed in the brackets after the table’s name. If the table is the original work of authors, the reference is not required. Tables should be within the margins and presented in following way:

*Table 1*. Table name (Nikolić, 2020)

|  |  |
| --- | --- |
| Year | Production volume |
| 2012 | 30 000 |
| 2013 | 18 000 |
| 2014 | 25 000 |

Citations in text

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). For citing the references in the text and listing them in the reference list you should use the APA style 7th edition (more details you can find [here](https://apastyle.apa.org/style-grammar-guidelines/references)). References in non-English should be translated in English (with title in original language in brackets after title in English), and original language has to be mentioned in brackets at the end ot that reference, for instance (in Serbian).

Put the citation(s) in parentheses, use author's last name followed by the year of publication (Barney, 2002). In case of two authors, indicate both authors' names and the year of publication as following (Frynas & Mellahi, 2015; Hofmann & Rüsch, 2017). For references with three or more authors include only the surname of the first author followed by “et al.” and the year of publication such as (Demir et al., 2017; Meyer et al., 2017). If the authors have more than one publication in a year, use the following notation (McAdam et al., 2017a, 2017b). When a manuscript is in press, please use (Fuertes et al., in press).

When the name of the author or the date appear as part of the narrative, cite only missing information in parentheses. For example: Barney (2002) concluded that… Sánchez‐Rodríguez and Martínez‐Lorente (2011) suggested that… Demir et al. (2017) found… Fuertes et al. (in press) claimed that…

1. LITERATURE REVIEW
2. DATA AND METHODOLOGY
3. RESULTS AND DISCUSSION
4. CONCLUSION

# ACKNOWLEDGMENT

If your research is supported by some organization, you can state your acknowledgment here (optional).

# REFERENCES

Reference list should be at the end of the paper and not presented in the footnotes or endnotes. The references should be listed in the alphabetical order. They should be formatted as follows: Font: Times New Roman 12; Paragraph: Indentation – Left & Right = 0, Special – Hanging = 1.27cm, Before & After = 0, Line spacing – Single (IMCSM References style).

Common Reference Examples Guide you can find [**here**](https://apastyle.apa.org/instructional-aids/reference-examples.pdf).

For journal articles:

Author, A. A., & Author, B. B. (Year). Title of the article. Name of the Periodical, volume(issue), #–#. <https://doi.org/xxxx>

Edwards, A. A., Steacy, L. M., Siegelman, N., Rigobon, V. M., Kearns, D. M., Rueckl, J. G., & Compton, D. L. (2022). Unpacking the unique relationship between set for variability and word reading development: Examining word- and child-level predictors of performance. *Journal of Educational Psychology*, 114(6), 1242–1256. https://doi.org/10.1037/edu0000696

For books and book articles:

Author, A. A., & Author, B. B. (Copyright Year). Title of the book (7th ed.). Publisher. DOI or URL

Kaufman, K. A., Glass, C. R., & Pineau, T. R. (2018). Mindful sport performance enhancement: Mental training for athletes and coaches. American Psychological Association. <https://doi.org/10.1037/0000048-000>

Frynas, J. G., & Mellahi, K. (2015). Global strategic management. United States of America: Oxford University Press.

Author, A. A., & Author, B. B. (Copyright Year). Title of the book chapter. In A. A. Editor & B. B. Editor (Eds.), Title of the book (2nd ed., pp. #–#). Publisher. DOI or URL

Zeleke, W. A., Hughes, T. L., & Drozda, N. (2020). Home–school collaboration to promote mind–body health. In C. Maykel & M. A. Bray (Eds.), Promoting mind–body health in schools: Interventions for mental health professionals (pp. 11–26). American Psychological Association. <https://doi.org/10.1037/0000157-002>

Meyer, G. D., Neck, H. M., & Meeks, M. D. (2017). The Entrepreneurship-Strategic Management Interface. 17-44 In R. D. Ireland, M. A. Hitt, S. M. Camp, D. L. Sexton (Ed.), Strategic Entrepreneurship, USA: Blackwell Publishing Ltd.

For online magazine article or web page:

Thomson, J. (2022, September 8). Massive, strange white structures appear on Utah’s Great Salt Lake. Newsweek. <https://www.newsweek.com/mysterious-mounds-great-salt-lake-utah-explainedmirabilite-1741151>

Chandler, N. (2020, April 9). What’s the difference between Sasquatch and Bigfoot? howstuffworks. https://science.howstuffworks.com/science-vs-myth/strange-creatures/sasquatch-bigfootdifference.htm

For reports available online:

World Health Organization. (2014). Comprehensive implementation plan on maternal, infant, and young child nutrition. https://apps.who.int/iris/bitstream/handle/10665/113048/WHO\_NMH\_NHD\_14.1\_
eng.pdf?ua=1

Winthrop, R., Ziegler, L., Handa, R., & Fakoya, F. (2019). How playful learning can help leapfrog progress in education. Center for Universal Education at Brookings. https://www.brookings.edu/wp-content/
uploads/2019/04/how\_playful\_learning\_can\_help\_leapfrog\_progress\_in\_education.pdf

For pre-print articles please add (in press) at the end:

Author, A. A., & Author, B. B. (Year). Title of the article. Name of the Periodical, volume(issue), #–#. (in press)

TITLE OF PAPER IN ENGLISH ONLY FOR PAPERS WRITTEN IN SERBIAN (TIMES NEW ROMAN 14PT BOLD, ALL CAPS, CENTER – STYLE: sR IMCSM NASLOV)

First Author (Please list first name and last name of each author)1, Second Author2, Third Author3 (Times New Roman 12 pt, center, bold – Style: SR IMCSM autori)

1 University name, Faculty name, Country Name

2 Company name, Country Name

3 NOTE: Please follow this form and instructions when listing institutions. The numbers above the author’s name are related to the institution. If all the authors are from the same institution or there is only one author of the paper, number(s) shouldn’t be listed at all. If for example the first and the third author are from the same institution, then use number 1 for both and list this institution only once, and for the second institution use the number 2. If all the authors are from different institutions, you should have a new number for each new institution. (Times New Roman 12pt, italic, center - Style: SR IMCSM institucije)

**Abstract**: This section should fill only those authors whose paper is written in Serbian. Here, you should insert your paper title, affiliations, abstract and keywords translated in English. For the papers written in English, please delete this section (style: IMCSM Abstract).

**Keywords**: Include maximum 5 keywords separated by commas.

1. *Corresponding author: e-mail address*  [↑](#footnote-ref-1)