**PAPER TITLE (TIMES NEW ROMAN, SIZE 12, BOLD, CAPITAL LETTERS, CENTER, NO ABBREVIATIONS)**

**Name SURNAME1 (Times New Roman, size 12, bold)**

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1 University, Faculty, Department, Street and Number, Zip code and City, Country, e-mail: name@university.eu (Times New Roman, size 10, justified alignment)

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# ABSTRACT

Brief description of the study and used methods. (6-12 lines, Times New Roman 12, normal, block-aligned)

**JEL codes:** code1, code2, code3 (up to 3 codes, Times New Roman, size 12, see: <http://www.aeaweb.org/econlit/jelCodes.php?view=jel>)

**Keywords:** keyword1, keyword2, keyword3… (up to 5 keywords, Times New Roman, size 12, justified alignment)

# 1 Introduction (first-level heading – Times New Roman, size 12, bold, left)

The paper should not exceed 8 pages at maximum including title, author/s, abstract, real text, figures and tables, references. The paper should be written in English language (including text in figures). Papers will not be edited in any way. Files must be in MS Word .docx format only. **It is strongly recommended to input your paper text in this template – you can use predefined styles.** Bulleted lists should look like this:

* keep page settings: A4 paper, paper orientation – portrait, margins – top/bottom/left/right 2.5 cm, gutter 0 cm, header/footer 1.25 cm,
* paragraph settings: alignment – justified, line spacing – single, spacing before 6 pt, spacing after 0 pt, indentations 0 cm,
* font settings: Times New Roman, size 12, black colour.

Do not edit page header and footer (do not number pages). Footnotes should be inserted through *References –> Insert Footnote*[[1]](#footnote-1). Abbreviations should be kept to a minimum (use of common abbreviations is acceptable; unusual abbreviations should be placed in parentheses after the full term for the first time it appears).

# 2 Literature Review

Text

# 3 Data and Methodology

Figures (images, graphs, diagrams) and tables should be embedded and not supplied separately. References to them must be included in the text. Acceptable labelling for a table is Table 1 and Figure 1 for a figure. The title of the table or figure is placed above and the source below the table or figure. Tables and figures should be in the relevant space in the text.

## 3.1 Tables (second-level heading – Times New Roman, size 12, bold, italic, left, spacing before 18 pt, hanging indentation 0.63 cm)

Only horizontal lines should be used for the tables. If necessary use a smaller font size (11 pt or 10 pt but not smaller) to make tables fit the page size. In numbers use point as a decimal mark and comma as thousands separator.

**Table 1**

Title of the Table (Times New Roman, 12, left-aligned)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 1998 | 1999 | 2000 | 2001 | 2002 |
| Poland |  |  |  |  |  |
| Russia |  |  |  |  |  |
| Sweden |  |  |  |  |  |

Source: please provide a source website, paper, author’s calculations, etc. source (Times New Roman, size 10)

## 3.2 Figures

All figures should be prepared in grayscale and must be embedded into the text without borders (no text along the side of the figure).

**Figure 1**

Title of the Figure (Times New Roman, size 12)

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### 3.2.1 Formulas (third-level heading – Times New Roman, size 12, italic, left, spacing before 12 pt, hanging indentation 0.9 cm)

Formulas should be inserted through *Insert –> Equation* (not as a picture). Equations should be numbered sequentially at the right-hand side in parentheses (if referred to explicitly in the text) – if so, insert the equation and the number into a two-column table without visible borders (see examples). Give the meaning of all symbols immediately after the equation in which they are first used.

|  |  |
| --- | --- |
|  | (1) |

|  |  |
| --- | --- |
|  | (2) |

|  |  |
| --- | --- |
|  | (3) |

# 4 Results and Discussion

Text

# 5 Conclusions

Text

# Acknowledgments

Information on acknowledgments and financial support are posted here.

# References

Every text citation must be listed at the end of the paper in alphabetical order. Do not begin them on a new page unless this is absolutely necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. Maximum 20 % self-citing is allowed. In the text, every reference should be quoted at least once with indices in the form: [1], [2]… (do not use footnotes for citation).

**Example for book reference (indentation 1 cm):**

[1] Surname1, N1 – Surname2, N2. (year). *Book Title*, 2nd ed. City: Publisher.

**Example for reference of the journal paper (indentation 1 cm):**

[2] Surname1, N1 – Surname2, N2. (year). Paper Title. *Journal Title*, vol. 2, pp. 1-10.

**Example for reference of the paper in the conference proceedings (indentation 1 cm):**

[3] Surname1, N1 – Surname2, N2. (year). Paper Title. In *Conference name*. City: Institution, pp. 1-10.

**Example for reference of the working paper (indentation 1 cm):**

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[5] IFRS 13. *Fair Value Measurement*. IASB, 2011.

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[6] ECB (year). *Report Title*. Retrieved from: http://www........................pdf

1. Times New Roman, size 10, justified alignment [↑](#footnote-ref-1)