



EURAM 2016

Manageable Cooperation?

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Authors Guidelines

As an author, it is crucial to follow the guidelines and formatting instructions to prepare and submit your paper in order to have it published in proceedings.

RULE OF 3: Please note that you may be listed as an author or co-author on up to 3 submitted papers but that each author can present only one paper at the conference (if 3 papers accepted at least 3 authors must able to present in 3 parallel sessions and be registered in the conference)

Please read the instructions carefully prior to submitting:

- 1. Each paper can only be submitted to ONE track.
- 2. Submitted papers must NOT have been previously published and if under review, must NOT appear in print before EURAM 2016 Conference.
- 3. To facilitate the blind review process, remove ALL authors identifying information, including acknowledgements from the text, and document/file properties. (Any submissions with author information will be automatically DELETED; author information and acknowledgements are asked and posted on a SEPARATED document).
- 4. The entire paper (title page, abstract, main text, figures, tables, references, etc.) must be in ONE document created in PDF format.
- 5. The maximum length of the paper is 40 pages (including ALL tables, appendices and references). The paper format should follow the <u>European Management Review Style Guide</u>.
- 6. Use Times New Roman 12-pitch font, double spaced, and 1-inch (2.5 cm) margin all around.
- 7. Number all of the pages of the paper.
- 8. No changes in the paper title, abstract, authorship, track and actual paper can occur AFTER the submission deadline.
- 9. Check that the PDF File of your paper prints correctly and ensure that the file is virus-free. Submissions will be done on-line on the EURAM 2016 website http://www.euram-online.org/annual-conference-2016.html as of 1 December 2015
- 10. Only submissions in English shall be accepted for review.

- 11. In case of acceptance, the author or one of the co-authors should be available to present the paper at the conference.
- 12. If you submit a paper you agree to review at least two papers for EURAM 2016

For more information, we invite you to visit the conference website http://www.euram-online.org/annual-conference-2016.html - Should you have any hesitation on which track to select for your paper, you may wish to contact a track chair by email to find the best fit for your submission.