CONFERENCE ISMS 2022

AUTHOR GUIDELINES FOR SUBMISSION OF ABSTRACTS



Abstract title in Times New Roman (TNR) 14 pt, lowercase, bold, centered

Authors: written in TNR 10pt, lowercase, bold, centered and followed by the further identification (as shown above)

C. Thomas (1), J. Adams (2) and P. Richard (3)

- (1) Author's place of work or address, and e-mail.
- (2) Author's place of work.
- (3) Author's place of work.

GENERAL FORMAT

Manuscripts in English are accepted.

Documents must be written and saved in Word format, on the Windows operating system.

Extended abstracts, should have 300-800 words, maximum of 2 pages, including figures, tables, references, etc..

Pages must have 2.5 cm of top, bottom and side margins in DIN A4 format.

The text must be written in TNR 10 pt, with single spacing (as shown in this text).

The titles must be written in TNR 10 pt, uppercase, bold (as shown in the above).

ABSTRACT

Text text text.....

Figures and Tables

Figures, in color or black and white, and Tables must be included in the text in the desired position, size and resolution.

Figures and Tables must fit the size of page or the entire text, and be subtitled as shown below (Note: the numbering must be independent to Figures, Tables, and so on).

Figure 1 - Font TNR, bold, 8 pt, arabic numerals.

Table 1 – Font TNR, bold, 8 pt, arabic numerals.

In-text citations

Rules for citing primary and secondary sources are written in accordance with the APA style adapted by IUM (available at <u>IUM Actuality N.º07 - (3rd Ed., rev. and updated) - IUM Author Guidelines (EN).pdf</u>). Below are some examples taken from the above publication, concerning IUM Author Guidelines:

One work by one author...

...outside brackets:

On the other hand, according to Pinheiro (2007, p. 215) "about 700 million passengers [...]".

Or, when there is no page number:

On the other hand, according to Pinheiro (2007, para. 4) "about 700 million passengers [...]".

...within brackets:

So far this year there have been about 700 million passengers (Pinheiro, 2007, p. 215).

Or

So far this year there have been about 700 million passengers (Pinheiro, 2007, para. 4).

Two or more works by different authors: list the references in alphabetical order...

...outside brackets:

Amarante (1998, p. 131), Costa and Abreu (2002, p. 21) and Pereira (1997, p. 23) agree that the GDP [...].

...within brackets:

Several researchers (Amarante, 1998; Costa & Abreu, 2002; Pereira, 1997) state that the GDP [...].

Several works by one author published in the same year: add a letter to the year of publication (in alphabetical order according to the first letter of the title).

...outside brackets:

In his research, Sousa (2016a, 2016b) observed that economic growth has progressed towards [...].

...within brackets:

In terms of trends, economic growth has tended to [...] (Sousa, 2016a, 2016b).

Several works by one author published in different years: write the references in chronological order.

...outside brackets:

As noted by Silva (2002; 2004a; 2004b), growth has tended to [...].

...within brackets:

Growth has tended to [...] (Silva, 2002; 2004a; 2004b; 2016).

KEYWORDS

Maximum of 6, separated by semicolons.

Acknowledgments (if/when applicable)

The title of this section must be in bold lowercase and there must be no space between the title and the following text.

REFERENCES

The list of references must be at the end of the text in alphabetical order and in TNR 10pt. All references included in the text must be in the list and vice versa, and be written in accordance with the APA style adapted by IUM (available at <u>IUM Actuality N.º07 - (3rd Ed., rev. and updated) - IUM Author Guidelines (EN).pdf</u>). Below are some examples taken from the above publication, concerning IUM Author Guidelines:

Journal articles (online works without a doi):

Adler, J.M., & McAdams, D.P. (2007). Time, Culture, and Stories of the Self. *Psychology Inquiry*, *18*(2), 97-128. Retrieved from https://www.sesp.northwestern.edu/docs/publications/1394533777469664904db9f.pdf.

Journal articles (online works with a doi):

Surname, Initials. (Date). Title of article. Full title of journal, Volume(Number), Page number(s). doi:xx.xxxxx. Retrieved from URL

Book by one author:

Baron, D. E. (2008). Business and the organisation. Chester: Pearson.

Book by two to seven authors:

Barker, R. A., Kirk, J., & Munday, R. H. (1988). *Narrative analysis* (3rd Ed.). Bloomington: Indiana University Press.

Book by eight or more authors:

Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., . . . Author, H. H. (Year of publication). *Title of work* (and edition if not the first edition). City: Publisher.

Chapter in a book:

Samson, C.F. (1970). Problems of information studies in history. In: S. Stone (Ed.), *Humanities information research* (pp. 44-68). Sheffield: CRUS.

(Note: There should be no space between the paragraphs of the various references. Do not abbreviate the name of the magazines).

DEADLINE FOR DELIVERY OF EXTENDED ABSTRACTS

The deadline for submitting extended abstracts is July 1, 2022.

Abstracts must be submitted to EasyChair ISMS2022 (File size must not exceed 2 MB).

If the file size is greater than 2 MB, contact the organization.

ABSTRACTS EVALUATION

Extended abstracts will be subject to prior evaluation by a panel of experts.