

## **DIEM - Dubrovnik International Economic Meeting - INFORMATION FOR AUTHORS -**

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Original scientific papers contain results of original research which have not been previously published. Papers are referred and, once accepted, may not be offered for publication elsewhere.

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Preliminary communications contain scientific and professional information which requires rapid publication.

Reviews contain a description of scientific and professional information in a shortened form.

All DIEM papers are reviewed using a 'double-blind' process where identity of neither authors or reviewers is revealed. Authors need to submit two versions of their papers, a 'full' one which will be seen only by the handling Editor, and a 'blinded' version in which the names and addresses of authors have been removed and any identifying references have been suitably anonymised (the version sent to reviewers).

Submitted papers are first considered by the Editor to whom they were submitted. Papers that do not fall within the scope of DIEM are 'desk-rejected'. (Those that are borderline may be sent to DIEM Advisory Editor who is a specialist on that topic for advice.) Papers that, while they address DIEM issue, do so in a manner that is more appropriate for publication in other disciplinary journal, may also be desk-rejected (again following specialist advice from an Advisory Editor). In addition, papers that fail to meet a minimum threshold for quality and originality will be rejected without being sent out to reviewers.

Papers passing through this initial editorial scrutiny are then typically sent out to two reviewers. If one or more of these turns down the invitation to provide a review, other reviewers will subsequently be appointed. Normally, at least two authoritative reviews are needed before the handling Editor can make a decision as to whether to accept, reject, or ask for a 'revise and resubmit' of the submitted paper.

When returning the paper with the accepted reviewer's suggestions, the authors also have to submit a cover letter stating the changes that have been made in the paper with the page number.

DIEM is published once a year. The papers must be submitted according to the invitation letter of the DIEM Conference Organizing Committee.

Papers are submitted and published in English.

All authors who wish to publish their papers in this journal should send them to the e-mail address: [info@diem-dubrovnik.com](mailto:info@diem-dubrovnik.com)

DIEM accepts papers presented in the following way:

- Document setup: The full physical page size including all margins will be 166mm x 240mm. To facilitate the process a paper template with all the settings preset has been prepared. The template can be downloaded from here.
- The sets of margins: Header: 17mm; Top of main body: 25mm; Bottom: 29mm; Left: 25mm; Footer: 16mm
- Use Times New Roman: 10 pts fonts for the main text and all additional parts except endnotes and index (where you should use 8pts), and paper headings (see below). All text should be single-spaced. The paper length should be between 3500-4000 thousand words.
- To ensure that there are no extra spaces in the document, use your software's find and replace command to substitute all double spaces for single spaces. Repeat this procedure until no double spaces are found.
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- It is recommended that you use JPEG files for producing grayscale images or photographs with resolution 150 dpi. All images including photographs must be included in the main Word or other files submitted.
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- Call your pictures or illustrations Figure 1. The number refers to the illustration or image number within the manuscript.

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The author will receive a free copy of the journal in which his paper was published.