



Requirements for papers

The papers should follow these guidelines (these guidelines are largely based on the guidelines of one of the journals published by the Poznań University of Economics and Business Press, namely Economics and Business Review):

1. All articles must be written in British English.
2. Manuscripts are to be edited in OpenOffice, Microsoft Word, or as an RTF document file using the Calibri 12-point font in A4 paper format, one and half spaced and be aligned. Pages should be numbered. Maximum size of the paper should be up to 4,000 words (including figures and tables, references, footnotes).
3. Please use the American Psychological Association (APA) 7th edition reference system for citations in the text with a detailed alphabetical list at the end of the article. Full references should include all authors' names and initials, date of publication, title of article, title of publication (in italics), volume and issue number (of a journal), publisher and form (books, conference proceedings), page numbers and DOI number. All works cited in the text and only those must be included in the References section at the end of the article.
4. If data or code enabling the replication of the study has been deposited in an open repository, the authors should inform readers how to access it in a brief, separate section placed between the Conclusions and References. The title of that section should be 'Open Science Practices'.
5. Before the References section (after the Open Science Practices section), authors are obliged to include a section titled "Declaration of Generative AI Use". The expected content of this section is outlined below in the description of the AI declaration.
6. The title should be as short as possible. Abbreviations should not be used in the title. It is important that the topic mentioned in the title is adequately covered in the paper itself.
7. Addresses and affiliations should contain the department, name of the institution, full postal address of the institution and e-mail address for each author.
8. An abstract should have no fewer than 100 words and no more than 150. It should summarize the contents of the paper (aims, methods, results, and conclusions).
9. The Introduction should state the aim of the article, its literature background, research methods, main results and, what is of particular importance, the contribution of the study to international literature. The final paragraph should present the contents of the article.
10. The aims declared and presented in the Introduction and developed in the subsequent sections of the article should be reflected and addressed in Conclusions.
11. Papers should have keywords and the Journal of Economic Literature classification codes (JEL Codes). Keywords should consist of no more than ten words or short phrases. They need to correspond to the JEL codes areas.
12. The article should be divided into sections and also into subsections, if necessary. Sections are numbered, except for Introduction and Conclusions. Sections are divided into paragraphs. Each paragraph should have at least three complete sentences.
13. All Tables and Figures should be numbered and shown consecutively in the paper, according to their numeration. They should be referred to before they appear in the manuscript. Data in Tables and Figures should be interpreted in the main text with reference to the numbers of the Tables and Figures. All Tables and Figures should be understandable on their own as far as is possible – the readers should not have to check the main text to comprehend information presented in Tables and Figures. The sources of all data used in Tables and Figures must always be written. All diagrams including schemes and maps should be referred to as Figures.
14. Tables or Figures should not be the last element of a section. Every section should end with a paragraph of text.
15. Equations should be numbered consecutively throughout the text using the Arabic numbers written in parentheses, e.g.: (1), (2), (3) ...
16. Footnotes should be avoided. However, if used, they need to be short and numbered consecutively throughout the text in Arabic numerals. Footnotes should be set in Calibri 10-point font.
17. Cross-references should refer to particular section numbers: e.g.: see Section 1.4.
18. Quoted texts of more than 40 words should be separated from the main body by a four-spaced indentation of the margin as a block.