

REQUIREMENTS
FOR THE INTERNATIONAL SCIENTIFIC-PRACTICAL
CONFERENCE MATERIALS
„THEORY AND PRACTICE OF PUBLIC ADMINISTRATION” (EDITION XXVII)

ON MAY, 19, 2023

The paper should be typed (MS Word, Times New Roman) and presented on a CD-ROM, USB flash drive or to the e-mail address (*depending of the chosen workshop*).

Papers submitted by master students should also be reviewed by their scientific coordinator.

Structure of the article:

- title (capital letters);
- author’s last name and first name, degree and academic title, workplace (institution) and position;
- summary/ abstract (English or French): 5-8 lines, font-10 pt, 1,0 interval;
- keywords (7-10 notions and scientific terms used in the article)
- text of the article: interval-1,5, font-14, fields: left-3,0; right-1,5; up, down- 2,5 (format A4-portrait);

References:

Figures, images and tables should be put after the reference in the text, or on separate pages, indicating their place, if the author has no technical means.

Images should be of good quality, JPEG standard.

Number and legend should be placed under the figure or image.

Tables should have numbers and title. It’s not allowed the duplication of the material in the text, tables and figures.

References within the text should be between square brackets.

The references will be presented in numerical sequence, in alphabetical order.

Bibliography should be written as follows:

- a. normative acts: name of the act, number, date of approval, source of publication
- b. books: name(s) of the author(s), complete title, publisher, editing place, publication year, number of pages.
- c. journals and articles: name(s) of the author(s), title of the article, title of the journal, accepted abbreviations, publication year, volume, number, first and last page;

Volume: up to 8 standard pages (*14,400 characters without intervals*)

The deadline for presenting the information and materials:

- registration form – **till April, 25, 2023;**
- materials for publication – **till May, 02, 2023.**