

Template. Instructions for Authors

[Le istruzioni in italiano seguono]

In order not to waste too much time for authors with so many formatting rules, the Journal proposes these very simple rules for submitting manuscripts.

- a. Write the manuscript in Times New Roman, 12pts. Single line spacing.
- b. The title of the paper must be concise and no longer than 18 words.
- c. The proposed manuscript must contain the first and last names of each of the authors, in the order in which they will appear in the paper.
- d. For each author it is necessary to indicate both the affiliation and/or function performed, and the e-mail address.
- e. The Corresponding Author and the address at which he or her is to be contacted must be specified.
- f. The manuscript must be divided into progressively numbered paragraphs and, if necessary, into sub-paragraphs with double numbering. No paragraph indents. No space before and after each paragraph. Please avoid triple numbering.
- g. The text must be preceded by an Abstract (about 150/200 words) and at least 5 keywords. As the publisher (Pavia University Press) requires it, we will also translate the abstract into Italian or English languages.
- h. **Do not insert** footnotes or endnotes but integrate the content of any notes directly into the text.
- i. Make the **figures** in pptx and insert them in the text as **pptx files**.
- j. Make the **tables** in Excel and insert them in the text as **Excel files**.
- k. The figures taken from books, papers or web pages must be inserted in **pdf**. The source must be indicated.
- l. All figures and Tables must be numbered and titled and inserted directly into the text.
- m. Figures and Tables must be cited in the text, at the most appropriate point.
- n. References and citations in the text should be in the APA style. Google Scholar directly offers citations in this style. **A file with APA-style formatting examples is attached.**
- o. Insert any quotations in italics and in quotation marks, indicating the Author of the text included in the References and, if applicable, the page.
- p. **Check** that all citations correspond to texts indicated in the References and vice versa.

To save time, send the manuscript directly to me (prof.piero.mella@gmail.com) or Patrizia Gazzola (patrizia.gazzola@uninsubria.it). We will take care of uploading it to the platform and start the double-blind refereeing procedure.

After the refereeing procedure, when you have made any changes requested by the reviewers, the editorial staff will format the manuscript following the style chosen by Economia Aziendale Online. The formatted paper will be sent to the corresponding author for approval.

Manuscripts must be submitted at least 40 days prior to the publication of the issue.

Each issue will accommodate a maximum of 15 manuscripts on a first-come, first-served basis. In the submission mail, the author must state that he/she accepts the publication in the first available issue; or withdraw the submission.

I am always available for any further clarification. Thanks and best Regard.

Piero Mella - Editor-in-Chief

"Economia Aziendale online":

at: www.economiaaziendale.it

Template - Istruzioni per gli Autori

Per non far perdere troppo tempo agli autori con tante regole di formattazione, la Rivista propone questa semplicissime regole per l'invio dei manoscritti.

- a. Scrivere il manoscritto in Times New Roman, 12 punti. Interlinea singola. Senza rientri di paragrafo.
- b. Il titolo dell'articolo deve essere conciso e non più lungo di 18 parole.
- c. Il manoscritto proposto deve contenere il nome e il cognome di ciascuno degli autori, nell'ordine in cui appariranno nell'elaborato.
- d. Per ogni autore, è necessario indicare sia l'affiliazione e/o la funzione svolta, sia l'indirizzo di posta elettronica.
- e. Devono essere specificati l'Autore Corrispondente e l'indirizzo al quale contattarlo.
- f. Il manoscritto deve essere suddiviso in paragrafi numerati progressivamente e, se necessario, in sottoparagrafi con doppia numerazione. Nessun rientro di paragrafo. Nessuno spazio prima e dopo ciascun paragrafo.
- g. Il testo deve essere preceduto da un Abstract (circa 200 parole) e da almeno 5 parole chiave. Su richiesta dell'editore (Pavia University Press), tradurremo l'abstract anche in lingua italiana o inglese.
- h. Non inserire note a piè di pagina o note di chiusura ma integrare il contenuto di eventuali note direttamente nel testo.
- i. Crea le figure in pptx e inseriscile nel testo come **file pptx**.
- j. Le figure tratte da libri, articoli o pagine web devono essere inserite in formato PDF. La fonte deve essere indicata.
- k. Crea le tabelle in Excel e inseriscile nel testo come **file Excel**.
- l. Tutte le figure e le Tabelle devono essere numerate e titolate e inserite direttamente nel testo.
- m. Le figure e le tabelle devono essere citate nel testo, nel punto più appropriato.
- n. I riferimenti e le **citazioni** nel testo devono essere in **stile APA**. Google Scholar offre direttamente citazioni in questo stile. **Viene allegato un file con esempi di formattazione in stile APA.**

o. Inserire eventuali citazioni tratte da testi in corsivo e tra virgolette, indicando l'Autore del testo incluso nei Riferimenti e, eventualmente, la pagina.

p. **Verificare** che tutte le citazioni corrispondano ai testi indicati nei Riferimenti e viceversa.

Per risparmiare tempo, inviare il manoscritto direttamente a me (**prof.piero.mella@gmail.com**) o a Patrizia Gazzola (**patrizia.gazzola@uninsubria.it**). Ci occuperemo noi di caricarlo sulla piattaforma e avviare la procedura di referaggio anonimo.

Ultimato il processo di referaggio, quando l'autore avrà apportato le eventuali modifiche richieste dai revisori, la Redazione formatterà il manoscritto seguendo lo stile scelto da Economia Aziendale Online. Il documento formattato verrà inviato all'autore corrispondente per l'approvazione.

I manoscritti devono essere presentati almeno 40 giorni prima del numero in cui devono essere pubblicati.

Ogni numero accoglierà al massimo 15 manoscritti, secondo l'ordine di arrivo. Nella lettera di submission, l'autore deve dichiarare che accetta la pubblicazione nel primo numero utile; oppure può ritirare la submission.

Sono sempre a disposizione per ogni ulteriore chiarimento. Grazie e cordiali saluti.

Piero Mella - Editor-in-Chief

"Economia Aziendale online":

at: www.economiaaziendale.it

APA style for in-text citations and bibliography

BE CAREFUL WITH PUNCTUATION AND ITALICS.

Citations in text should follow the examples below:

"The effective organizational learning from crises requires intense cognitive processes of the managers "making-sense" of crises situations thus enabling changes in the core beliefs, values and assumptions of organizational members finally translated into sustained behavioural changes ..." (Pergel & Psychogios, 2013, p. 199).

Brătianu (2009) argues that knowledge is an intangible entity which is highly nonlinear.

"Considering the research practice for investigation international business relationships of SMEs, further understanding of the range of influences and how they inter-relate is needed" (Hampton & Rowell, 2013, p. 174).

Barnes, Leonidou, Siu and Leonidou (2010) found [Use as first citation in text]... Barnes *et al.* (2010, p. 43) consider [Use as subsequent first citation per paragraph thereafter]...

Several studies (Crane, Matten, & Moon, 2008; Ernst & Young, 2011; Frederick, 2006; Jamali, 2008; Sen, Bhattacharya, & Korschin, 2006; Zbucha, 2013) ...

as Brătianu and Orzea (2013) demonstrated...

as has been shown (Adler & Kwon, 2002) ...

Allport's diary (cited in Nicholson, 2003).

Articles: The title of the journal is in italics (DOI are not mandatory)

- Adler, P., & Kwon, S. (2002). Social capital: Prospects for a new concept. *Academy of Management Review*, 27(1), 17-40. DOI:
- Barnes, B. R., Leonidou, L. C., Siu, N. Y. M., & Leonidou, C. (2010). Opportunism as the Inhibiting Trigger for Developing Long-Term-Oriented Western Exporter - Hong Kong Importer Relationships. *Journal of International Marketing*, 18(2), 35-64. DOI:
- Brătianu, C. (2009). The Frontier of Linearity in the Intellectual Capital Metaphore. *Electronic Journal of Knowledge Management*, 7(4), 415-424. DOI:
- Brătianu, C., & Orzea, I. (2013). Knowledge Strategies in Using Social Networks. *Management Dynamics in the Knowledge Economy*, 1(1), 23-36. DOI:
- Hampton, A., & Rowell, J. (2013). An Evolution in Research Practice for Investigating International Business Relationships. *Management Dynamics in the Knowledge Economy*, 1(2), 161-177. DOI:
- Perghel, R., & Psychogios, A. G. (2013). Making Sense of Crisis: Cognitive Barriers of Learning in Critical Situations. *Management Dynamics in the Knowledge Economy*, 1(2), 179-205. DOI:
- Sen, S., Bhattacharya, C. B., & Korschin, D. (2006). The Role of Corporate Social Responsibility in Strengthening Multiple Stakeholder Relationships: A Field Experiment. *Journal of the Academy of Marketing Science*, 34(2), 158-166. DOI:
- Zbucnea, A. (2013). Are Customers Rewarding Responsible Businesses? An Overview of the Theory and Research in the Field of CSR. *Management Dynamics in the Knowledge Economy*, 1(3), 367-385. DOI:

Online articles:

- Ellison, N., Steinfield, C., & Lampe, C. (2007). The benefits of Facebook "friends": Exploring the relationship between college students' use of online social networks and social capital. *Journal of Computer-Mediated Communication*, 12(3), article 1. Retrieved from: <http://jcmc.indiana.edu/vol12/issue4/ellison.html>.

Articles in online newspapers:

- Giddens, A. (2012). In Europe's Dark days, What Cause for Hope?. *The Guardian*, 12th of January 2012. Retrieved from: <http://www.guardian.co.uk/world/2012/jan/25/anthony-giddens-europe-dark-days-hope>.

Edited books: The title of the book is in italics – In corsivo il titolo del libro

- Aldag, R. J., & Stearns, T. M. (1991). *Management* (2nd ed.). Cincinnati, OH: South-Western Publishing.
- Crane, A., Matten, D., & Moon, J. (2008). *Corporations and Citizenship*. Cambridge: Cambridge University Press.
- Frederick, W. C. (2006). *Corporation, Be Good! The Story of Corporate Social Responsibility*. Indianapolis: Dog Ear Publishing.
- Kapferer, J. N. (2008). *The new strategic brand management*. London: Koogan Page.
- Pinzaru, F. (2009). *Manual de marketing*. București: C. H. Beck.
- Graham, P. (2006). Issues in Political Economy. In Albarran, A.B., Chan-Olmsted, S. M., & Wirth, M. O. (Eds.), *Handbook of Media Management and Economics* (pp. 493–519). Mahwah, New Jersey: Lawrence Erlbaum Associates.
- Pinzaru, F., Anghel, L.-C., & Galalae, C. (2013). The impact of state regulated liberalization on marketing strategies in Romania. In Brătianu, C. (Ed.), *Strategica International Conference Proceedings* (pp. 224-240). Bucharest: Comunicare.ro.

Presentations at conferences:

Barroso, J. M. D. (2013). Speech by President Barroso on the outcome of the European Council meeting on the Multiannual Financial Framework of 7-8 February 2013. Retrieved from: http://europa.eu/rapid/press-release_SPEECH-13-130_en.htm.

Dwyer, D., Barbieri, K., & Doerr, H. (1995). Creating a Virtual Classroom for Interactive Education on the Web. The Third International World Wide Web Conference. Retrieved from: <http://www.igd.fhg.de/www/www95/>.

Reports:

Pew Research Center (2012). *Social Networking Popular Across Globe*. Retrieved from: <http://www.pewglobal.org/files/2012/12/Pew-Global-Attitudes-Project-Technology-Report-FINAL-December-12-2012.pdf>.

Rainforest Alliance (2003). *Sustainable Tourism Stewardship Council: raising the standards and benefits of sustainable tourism and ecotourism certification*. New York: Rainforest Alliance.

United Nations Conference on Trade and Development (2009). *The Global Economic Crisis: Systemic Failures and Multilateral Remedies*. Geneva: United Nations Publications.

World Bank (2011). *KEI and KI Indexes: KAM 2009*. Retrieved from: http://info.worldbank.org/etools/kam2/KAM_page5.asp.