

SEA OPEN RESEARCH

<http://seaopenresearch.eu/>

The **SEA OPEN RESEARCH** aims to become a prestigious forum for interdisciplinary debate, both of theoretical and practical research addressing relevant issues at the national, regional and international levels.

All manuscripts submitted to seaopenresearch.eu must be prepared according to the following guidelines.

Editorial Board will reject manuscripts submitted for publication that do not conform these guidelines.

General Guidelines

- The publishing language for "Cross-Cultural Management Journal" (cmj.bxb.ro), "SEA - Practical Application of Science" (sea.bxb.ro) and "Network Intelligence Studies" (nis.bxb.ro) is English.
- The publishing language for "Management Intercultural" is French and Romanian.
- Authors are making a commitment to publish in the journal when they submit a manuscript. This means that the manuscript is not currently under consideration for publication elsewhere. Also, we accept manuscripts that have not been published previously in substantially similar form or with substantially similar content.
- Manuscripts should not be written in first person ("I").
- If English or French is not your first language, we recommend contacting professional editing services.
- Spell out numbers under ten.
- We encourage authors to submit one of the following types of journal articles: empirical studies, literature reviews, theoretical articles, methodological articles, case studies, book reviews, comments, viewpoint and replies on previously published articles.

Manuscript Information

1 Manuscript submission

Authors should submit manuscripts to the following menu: <http://seaopenresearch.eu/submit-an-article/>

2 File format

Prepare your manuscript using Microsoft Word. All files should be submitted as a Word document .docx.

The manuscript should contain the title page, abstract, text, references, tables, and figures. Do not submit tables and figures in separate files. Appendices are the only exception to this requirement.

3 Journal style

SEA OPEN RESEARCH style conforms to the **APA Style** (*American Psychological Association Style*) according to the *Publication Manual of the American Psychological Association* (6th Edition), with the exception of the **SEA OPEN RESEARCH** specific style notes.

4 Preparing your manuscript

Style

Authors should follow the **APA Style** (*American Psychological Association Style*) when formatting manuscripts for submission. For details please consult the *Publication Manual of the American Psychological Association* (6th Edition) and the APA style website <http://www.apastyle.org/>.

<i>Pages</i>	Manuscripts between 5 and 7 pages (including references, tables, and figures) are especially welcomed.
<i>Formatting</i>	The manuscript should be edited in Times New Roman, with 10-point font size, single spacing and margins of 1 in. (2.54 cm) on a A4 paper size (8.27x11.69 inches – 210x297mm). Do not justify lines and leave the right margin uneven. Indent the first line of every paragraph with ½ in (1,27cm). The manuscript should include also a running header in the top left-hand corner that offers a short version of the title. All pages should be numbered consecutively, beginning with the title page, in the bottom right-hand corner.
<i>Headings</i>	There should be no more than three levels of headings. Headings should not be numbered (with numbers or letters) and formatted as below: Level 1 Heading Level 2 Heading Text, text, text Level 3 heading. Text, text, text <i>First-level headings</i> should be centered, boldface, uppercase and lowercase. <i>Second-level headings</i> (subsections of first-level headings) should be flush left, boldface, uppercase and lowercase. Paragraph starts on the next line and should be indented. <i>Third-level headings</i> (subsections of second-level headings) should be indented, boldface, lowercase, ending with a period. Paragraph follows the tertiary heading. Where headings are referred to in the text use section names, as headings are not numbered.

6 Manuscript elements

<i>Title page</i>	The title page should contain the following: title, author details, acknowledgements and special circumstances. 1 Title The title should be no longer than 7 words. Don't use abbreviations in the title. 2 Author details should contain the following elements: ■ <i>Full name of each author</i> – First name, middle initial(s), and last name The names of the authors should appear in the order of their contributions. ■ <i>Institutional affiliation of each author</i> , at time research was completed – Affiliation, City, State If an author is not affiliated with an institution, provide the city and state. ■ <i>Corresponding author</i> Where more than one author has contributed to the article, details of who should be contacted for correspondence (telephone or e-mail address)
<i>Abstract</i>	Include an abstract between 100-160 words. Abstract should contain no bullets or references. A list of keywords should be provided below the abstract. Authors should provide no more than 6 keywords or short phrases reflecting the main ideas of the manuscript. Also JEL classification code is required. For details see http://www.aeaweb.org/jel/jel_class_system.php
<i>Text</i>	Organize the main text: clearly, concisely, logically, originally. Avoid jargon or overly technical language.
<i>Acknowledgements</i>	Funding, other contributors to the study or in manuscript preparation.
<i>Biographical sketch</i>	Brief biographical sketch of each author describing their professional background, research interests and e-mail addresses.
<i>References</i>	The seaopenresearch.eu preferred style of reference is APA (<i>American Psychological Association Style</i>).
<i>Tables</i>	Tables submitted as pictures are not editable and may not be included.

Tables need to be formatted in Word.

Please indicate the source when a table is not original and presents information from another source.

Refer to each table in the text. Use table number (Arabic number) when citing tables (...the four-dimension framework as sketched in Table 1 is suggested as ...).

You can place notes below the table.

TABLE FORMAT

Table No.

Table Title

Note. Text, text, text.

Figures

Provide high-quality figures like graphs, charts, maps, drawings, photographs.

Refer to each figure in the text. Use figure number (Arabic number) when citing figures (As seen in Figure 1, each of the survey items...).

Please indicate the source when a figure is not original and presents information from another source.

FIGURE FORMAT

Place the figure here

Figure No. Text, text, text.

Appendices

Examples: study measures or items

Appendix A, Appendix B

These elements – title page and abstract, text and references, tables, figures, must all be on separate pages.

Put all tables and figures at the end of the manuscript, following the references.

Footnotes should NOT BE USED. Endnotes should be provided on a separate page, after the main text under the heading *Notes*.

Reference style

The SEA OPEN RESEARCH preferred style of reference is **APA** (*American Psychological Association Style*).

We recommend **The Basics of APA Style** <http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx> (free tutorial).

All references cited in the text must be included in the reference list at the end of the manuscript, and every reference in the list must be cited in the text.

In-text citation should be in brackets.

References should be listed alphabetically by author. For more than one publication by an author, arrange by publication date with the earliest publication first.

In-text citation

☞ **One author** (both first and subsequent in-text citation)

... Author Last Name (year) ...

... (Author Last Name, year) ...

☞ **Two author's** (both first and subsequent in-text citation)

... Author 1 Last Name and Author 2 Last Name (year) ...

... (Author 1 Last Name & Author 2 Last Name, year) ...

☞ **Three, four, five author's**

First in-text citation

... Author 1 Last Name, Author 2 Last Name and Author 3 Last Name (year) ...

... (Author 1 Last Name, Author 2 Last Name & Author 3 Last Name, year) ...

Subsequent in-text citation

... Author 1 Last Name et al. (year) ...
... (Author 1 Last Name et al., year) ...

☞ **Six or more author's**

First in-text citation

... Author 1 Last Name et al. (year) ...
... (Author 1 Last Name et al., year) ...

Subsequent in-text citation

... Author 1 Last Name et al. (year) ...
... (Author 1 Last Name et al., year) ...

☞ **Separate a series of citations within the same parentheses with semicolons**

... (Author Last Name, year; Author Last Name, year) ...

☞ **Order citations within the same parentheses alphabetically.**

☞ **Arrange two or more works by the same author(s) by year of publication.**

... (Author Last Name, 2000, 2009, 2012) ...

☞ **Use suffixes *a*, *b*, *c* and *forth*, if there is more than one work with the same author and year**

... (Author Last Name, 2000a, 2000b, 2000c) ...

☞ **Secondary sources**

...(as cited in Author Last Name, year) ...

☞ **Citing specific parts**

... (Author Last Name, year, p. 29) ...

... (Author Last Name, year, Chapter 30) ...

Reference list

☞ **Journal article**

Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. *Title of Journal*, No. *Volume* (No. Issue), pp-pp.

Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. *Title of Journal*. Advance online publication. doi:

Xenikou, A., & Simosi, M. (2006). Organizational culture and transformational leadership as predictors of business unit performance. *Journal of Managerial Psychology*, 21(6), 566-579.

☞ **Book**

Author

■ Surname, A. A. (year). *Title of work*. Location: Publisher.

■ Surname, A. A. (year). *Title of work*. Retrieved from <http://www>

Editor

■ Surname, A. A. (Ed.). (year). *Title of work*. Location: Publisher.

■ Surname, A. A. (Ed.) (year). *Title of work*. Retrieved from <http://www>

Bass, B. M., & Riggio, R. E. (2006). *Transformational leadership* (2nd ed.). Mahwah, NJ: Lawrence Erlbaum Associates.

Salaman, G., Storey, J., & Billsberry, J. (Eds.). (2005). *Strategic human resource management. Theory and practice. A reader* (2nd ed.). Thousand Oaks, CA: Sage.

Thomas, D. C. (2008). *Cross-cultural management: Essentials concepts* (2nd ed.). Thousand Oaks, CA: Sage.

☞ **Book chapter**

■ Author, A. A., & Author, B. B. (year). Title of chapter or entry. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of book* (pp. xxx-xxx). Location: Publisher.

■ Author, A. A., & Author, B. B. (year). Title of chapter or entry. In A. Editor & B. Editor (Eds.), *Title of book* (pp. xxx—xxx). Retrieved from <http://www>

Brookes, S., & Grint, K. (2010). A new public leadership challenge? In S. Brookes, & K. Grint (Eds.), *The new public leadership challenge* (pp. 1-15). Basingstoke: Palgrave Macmillan. Retrieved from <http://www.palgrave.com/PDFs/9780230224179.pdf>

Salaman, G., & Storey, J. (2005). Achieving 'fit': Managers' theories of how to manage innovation.

In G. Salaman, J. Storey, & J. Billsberry (Eds.), *Strategic human resource management. Theory and practice. A reader* (2nd ed., pp. 91-115). Thousand Oaks, CA: Sage.

⌘ **Non-English reference**

An English translation should be provided in brackets immediately after the non-English title.

Author, A. A., Author, B. B., & Author, C. C. (year). Title of article [Title of article English translation]. *Title of Journal, No. Volume* (No. Issue), pp-pp.

Author, A. A. (year). *Title of work original language* [Title of work English translation]. Location: Publisher.

Hințea, C. (2007). *Management public* [Public management]. Cluj-Napoca: Accent.

Peer review policy

- Manuscripts are subjected to a **double-blind review** in which the identity of the reviewers and the authors are hidden from each other.
- Because [SEA OPEN RESEARCH](#) uses a double-blind review process, please avoid indications of authorship in the body of the manuscript whenever possible.

Contact

Questions concerning the format of manuscripts, the process of submitting a manuscript, or about the status of manuscripts that have been submitted should be directed to the following e-mail address: conference@seaopenresearch.eu