**Title in English – not exceeding 100 characters, do not use capitals**

**Title in Czech/Slovak (if possible, not necessary for foreign authors) - not exceeding 100 characters, do not use capitals**

**Prof. Name Surname, PhD.**

|  |  |
| --- | --- |
| Department in Czech/Slovak (if possible)Faculty in Czech/Slovak (if possible)University in Czech/Slovak (if possible) | DepartmentFaculty University  |
| 🖂 Street, post code, city, countryE-mail: aaaa@abcd.cz |

**Prof. Name Surname, PhD.**

|  |  |
| --- | --- |
| Department in Czech/Slovak (if possible)Faculty in Czech/Slovak (if possible)University in Czech/Slovak (if possible) | DepartmentFaculty University  |
| 🖂 Street, post code, city, countryE-mail: aaaa@abcd.cz |

**Annotation (English)**

Annotation has to contain: aim and methods, main results and conclusions. Extent of annotation: 100 – 250 words.

**Key words (English)**

Key word 1, key word 2, key word 3

**Anotace (annotation in Czech/Slovak, if possible)**

Annotation has to contain: aim and methods, main results and conclusions. Extent of annotation: 100 – 250 words.

**Klíčová slova (key words in Czech/Slovak, if possible)**

Key word 1, key word 2, key word 3

**JEL classification:** e.g. O12, X12 *(letter + two-digit number, see www.aeaweb.org/jel/guide/jel.php)*

**1. Title**

Text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text (Cooke, Piccaluga, 2011).

***Tab. 1: Title of table 1***

|  |  |  |  |
| --- | --- | --- | --- |
| A | I | II | III |
| B | 12 | 23 | 34 |
| C | 45 | 56 | 67 |

*Source: own processing*

**2. Title**

Text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text (Tödtling, Trippl, 2013).

***Fig. 1: Title of figure 1***



*Source: Novak (2014)*

**Conclusion**

Text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text, text.

**Literature**

Source 1 – see formatting below

Source 2 – see formatting below

***Acknowledgement.***

**Formatting**

**Extent of paper:** not exceeding 7 pages (A4)

**Title:** not exceeding 100 characters

**Type:** Times New Roman, size 11

**Line:** single

**Margin:** 2.5 cm from all sides

**Titles:** do not use capital letters

**Tables:** tables have to be formatted as a text (not a picture)

**Tables and figures:** they have to contain title and source

**Citations:** written in brackets in the text (not footnotes)

**Literature:** all sources stated in the reference list have to be cited in the text

**Formatting of reference list**

**All sources have to be formatted according to the examples stated below.**

**Reference list:** arranged in alphabetical order

**Surnames of authors** – capital letters, separate by a comma.

**Year of publishing** – in brackets, behind authors.

**Title of publication** (monograph, journal, proceedings) – italics type.

State **ISBN, ISSN**, alternatively also **DOI** .

**Articles in journals:** state volume, issue, page numbers and ISSN (and DOI).

**Example:**

***Monograph***

Cooke, P., Piccaluga, A., (2006). *Regional development in the knowledge economy*. London and New York: Routledge Taylor & Francis Group. ISBN 0415578639.

***Journal article***

Tödtling, F., Trippl, M., (2005). One size fits all? Towards a differentiated regional innovation policy approach. *Research Policy*, vol. 34, no. 8, pp. 1203-1219. ISSN 0048-7333. DOI 10.1016/j.respol.2005.01.018.

***Article in conference proceedings***

Viturka, M., (2013). Regional evaluation of social environment quality – a case study of the Czech Republic. In Klímová,V., Žítek, V. (eds.) *16th International Colloquium on Regional Sciences*. Brno: Masaryk University, pp. 65-71. ISBN 978-80-210-6257-3. DOI 10.5817/CZ.MUNI.P210-6257-2013-7.

***Website***

Eurostat, (2012). *Balance of payments. Overview.* [online]. [cit. 2014-04-09]. Accessible: http://ec.europa.eu/eurostat/web/balance-of-payments/overview.

***Thesis***

NOVAK, J., (2014). *Title of thesis.* [PhD thesis]. Brno: Masaryk University.