

## STYLE GUIDELINES FOR THE “RASSEGNA ECONOMICA” REVIEW

All articles are to be submitted by email to: [rassegna@sr-m.it](mailto:rassegna@sr-m.it), all submissions should contain details of the applicants full postal address, telephone number and email for each author together with the author(s)' professional profile.

Please send an updated CV if this is the first contribution submitted.

The email, along with the professional profiles, will be published on the “Authors' profiles” of the review page.

The papers which are sent to the editorial board will also be submitted to independent referees for evaluation.

The submission of a text is an indication of the author's commitment that the article, in full or in part, has not been published elsewhere, and that without prior consent from the Editor, it will not be published elsewhere in the future.

### Abstract

All the papers shall be accompanied by two abstracts, one in English and one in Italian, each one must not be longer than 15-20 lines. The title should also be translated into English.

### Keywords

The Keywords (no more than 5) and the JEL codes must be indicated. The JEL classification can be found at:

[http://www.econlit.org/subject\\_descriptors.html](http://www.econlit.org/subject_descriptors.html)

The authors are invited to write papers which include tables and graphs and to only submit the final version as during proofreading it will not be possible to make any additions.

Finally, a precondition of the acceptance of the paper is that the following guidelines must be adhered to:

### Format

- **Page:** 16,5x23 cm (*page layout- page setup-paper*)
- **Margins:** Left 2.2 cm (*page layout – page setup-margins*)
  - Right 1.2 cm
  - Bottom 1.7 cm
  - Top 2.55 cm
- **Symmetrical margins** (*page layout –page setup-margins-multiple pages*)
- **Position of heading from the top:** 1.5 cm
- **position of footer from the bottom:** 0.8 cm

## Formatting styles

The font to be used for the entire article is Times New Roman

- **Main Titles:** times new roman, uppercase, 12/ single spacing, no text indentation, right-aligned
- **Abstract, keywords and JEL:** times new roman, 9/ single spacing, no text indentation on the first line
- **Main body text:** times new roman, 10.5/ single spacing, 0.5 cm text indentation on the first line
- **Subparagraphs:** times new roman italics 10.5/ single spacing, no text indentation
- **Notes:** times new roman, 9/ single spacing, 0.5 cm text indentation on the first line
- **Titles of graphs, tables, figures + progressive number:** times new roman ,small capitals 9/ single spacing, no text indentation, center
- **Tables' title:** times new roman italics 9/ single spacing, no text indentation, center
- **Text inside the tables:** times new roman 7/ single spacing
- **Captions:** times new roman, 9/ single spacing, no text indentation on the first line
- **Source:** times new roman, 9/ single spacing, no text indentation on the first line
- **Headers:** times new roman, 7/ uppercase, single spacing, no text indentation on the first line
- **Page number:** times new roman 10.5

*Please do not use Word's stylesheets*

## Tables

Tables can be inserted in the word page using the copy/paste function.  
Tables must **also** be sent in an attached excel file clearly named.

***Tables included as images in Word or in Excel will not be accepted.***

The title of the table (times new roman **9 small capitals, center**) must be specified in the word file as follows:

TABLE + progressive number  
*Title of the table in italics*

TABLE 1  
*Percentage growth of real consumption in OECD countries*

Each table inserted in the word file and in the excel file must be written in times new roman, 7/10, no borders except the top and bottom ones as in the following example:

**TABLE 1**  
*Percentage growth of real consumption in OECD countries*

Problems	EPR's behaviour
Recognition of opportunities	<ul style="list-style-type: none"> <li>The PRI have limited entrepreneurial attitude, little capital to invest and a low willingness to interpret the technological breakthrough in the light of the market demands.</li> </ul>
Entrepreneurial commitment	<ul style="list-style-type: none"> <li>Poor cultural orientation of the PRI to a company dimension, which determines, on the one hand, the lack of clear policies and effective lines of behaviour that enable the research institutions to define their strategies and, on the other hand, the inability to establish significant ties with the business world.</li> </ul>
Credibility	<ul style="list-style-type: none"> <li>Poor attitude of PRI to support marketing, communication and networking initiatives or other possible activities that allow to partially compensate for the lack of credibility and curriculum.</li> </ul>
Sustainability	<ul style="list-style-type: none"> <li>Universities often agree to support the spin-off only in the pre-start-up stage, drastically reducing or even eliminating their support once the new venture is formally established.</li> </ul>

**SOURCE:** elaboration on OCSE data

The **source** of tables, images, and graphs must be specified in the word (not in the excel) file as follows:

SOURCE: (small capitals, times new roman body 9). *E.g.* **SOURCE:** elaboration on OCSE data

### Graphs

As for the tables, the title of the graph (times new roman 9 small capitals, center) must be specified in the word file as follows:

**GRAPH + progressive number**  
*Title of the graph in italics*

**The graphs must be submitted in an EXCEL file separate from the data.**

As for images and tables, the source the graph comes from must be specified in the word (not in the pdf) file as follows: SOURCE: (small capitals, times new roman body 9)

*E.g.* **SOURCE:** elaboration on OCSE data

**Images:** must be provided in pdf files with high resolution (that is with all its fonts attached with a 1200 dpi – dot per inches – resolution) or in the jpg or tiff files with a 300 dpi resolution.

If you use powerpoint. Please submit both the ppt and the pdf images.

### **Formulas**

Formulas must be inserted into the word text using the command Insert>object>Microsoft equation

If there are mathematical formulas in the text the high-resolution pdf file of the entire article is required.

### **Signatures**

The signatures of the authors should be indicated at the end of the text, first and last name in small capitals, aligned to the right. One name under the other.

### **Bibliography**

The font size of the bibliography is 9.5 (as well as for the title “BIBLIOGRAPHY” which must be in small capital and aligned to the left).

The indentation of the first line in text of the bibliography has to be hanging by 0.5.

Please, make sure there is an exact correspondence between the texts cited in the paper and the bibliographical reference.

The quotes of the books and of the articles must be as follows.

For the books: author's last name followed by the initial of the name (in small capitals), year of publication in parentheses, title of the work in italics, place of publication and publisher.

E.g. EDEN C., SPENDER J.C. (1998), *Managerial and Organizational Cognition*, London, Sage.

For the articles: author's last name (small capitals), year of publication in parentheses, title in quotation marks, complete journal title in italics

E.g. WHOSALL P. (1998), “A stakeholder prospective on the city”, in *Marketing & Managing Urban Centres*, Proceedings, The Manchester Metropolitan University, pp. 18-45.