

## GUIDELINES FOR AUTHORS

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For the linguistic correctness of the paper the author(s) need to take the responsibility. The author(s) declare that the content of the paper is accurate, the literature has been used correctly and the format requirements have been met. Each paper submitted undergoes a blind peer review process. Each paper is reviewed by two reviewers. The language of the papers can be Hungarian or English. There is no deadline for submission, papers can be submitted any time over the year. The full papers (doc), the separate files with tables, graphs (xls), pictures/photos (jpg, png), as well as the necessary author statements (pdf) need to be sent to [studia.mundi@gtk.szie.hu](mailto:studia.mundi@gtk.szie.hu) e-mail address.

#### **Paper structure:**

Title (in Hungarian and in English – only in the case of Hungarian authors)

Name and personal details of author(s), name of institution

Összefoglalás in Hungarian (only in the case of Hungarian authors)

Abstract in English

Keywords (max. 5)

**JEL classification** (<https://www.aeaweb.org/jel/guide/jel.php>) – obligatory at least 1

**Library of Congress Classification (LCC kód,** <https://www.loc.gov/catdir/cpsol/lcco/>) – obligatory at least 1

Introduction

Material and Methods

Results

Conclusions

References (based on the specifications of the scientific field, but 10 references might be required, in case of referring to papers with DOI, please indicate it in the reference list)

**Font type and size:** Times New Roman 12p

**Spacing:** simple

**Lengths:** 10-15 pages

**Margins:** 2,5 cm round

**Page numbering:** none

## Detailed format requirements

### TITLE IN HUNGARIAN (IN CASE OF HUNGARIAN AUTHORS, PAPERS)

### TITLE IN ENGLISH

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### Összefoglalás (in Hungarian – in case of Hungarian author)

max. 500 characters, justified.

### Abstract (in English)

max. 500 characters, justified.

**Keywords:** Keyword1, Keyword2, Keyword3, Keyword4, Keyword5

**JEL classification:** GE11

**LCC:** S560

The chapter titles must be in size 12, bold, the sub-chapter titles must be in size 12, italics. Please, try to avoid too many sub-chapters. Please do not give numbers to the chapters, sub-chapters. Please put tables in order as tables, and photos, diagrams and flowcharts etc. as figures, starting with „1”. Tables and figures must never get out of the margins.

### *Format requirements for tables:*

The ordinal number and the title of the table must be above the table in bold, centered, and the source must be below, in italics on the left.

For example:

**Table 1: Population of settlements, 1<sup>st</sup> of January, 2012.**

<b>Settlement name</b>	<b>Number of population</b>
Budapest	1 740 041
Gödöllő	34 172

*Source: Hungarian Central Statistics Office, 2012.*

### *Format requirements for figures:*

The ordinal number and the title of the figure must be directly below the figure in bold, centered, and the source in the next line, in italics.

For example:



**Figure 1: The book**

*Source: Clippart, 2013.*

**Please avoid the followings in the paper:**

- application of styles
- page numbering
- page breaks, section breaks
- inserting word-labels (above and below figures and tables). Please type the title and source.

**References**

In the script authors and dates must be referred. If the author or the literature is not referred directly, the name and the date must be put in brackets, separating the name and the date by a comma. If the paper refers to more than one literature from an author which were published in the same year “a, b, c (...)” letters must be sign the different literatures. E.g.: (Csete, 1987/a); (Csete, 1987/b.)

Both authors and the date must be signed if the referred literature has more than one author, e.g.: (Bernáth – Enyedi, 1981). In the case of three or more authors the first author’s name must be written down, signing that there were more authors too, e.g.: (Szerdahelyi et al., 1980). In the references bibliography, however, every authors’ names must be written down. To give the name of editor first comes the name then in brackets that he/she was the editor, e.g.: Székely (szerk. vagy ed.).

**The references bibliography must be written in the official way:**

1. the name(s) of the author(s) (with only the first letter of the first name),
2. the name of the publication,
3. publication place and year,
4. publisher,
5. volume number (in case of publication with more volumes),
6. number of pages (p.),
7. ISSN or ISBN numbers.
8. in case of references the page number (specific page, or the starting and ending pages) are both acceptable.

a) In case of books:

Ladó L.: (1979): Szervezésemélet és módszertan. Budapest, Közgazdasági és Jogi Könyvkiadó, 340 p., 230-300. p., ISSN .....

b) In case of book parts/chapters:

Burján A. (1984): A mezőgazdasági vállalatok irányítása. In: Dobos K. – Tóth M. (szerk.): A mezőgazdasági vállalati gazdálkodás alapjai és szervezése. Budapest, Mezőgazdasági Kiadó, 370 p., 241-328. p., ISSN .....

c) In case of papers (conference papers, study papers, institute papers etc.):

Papp J. – Komáromi N. (1998): Hatásos promóciós eszközök fiatalok körében. In: Mezőgazdaság és vidékfejlesztés. VI. Nemzetközi Agrárökonómiai Tudományos Napok. Gödöllői Agrártudományi Egyetem Mezőgazdasági Főiskolai Kar Gyöngyös, Volume 3. 223-228. p., ISBN .....

d) In case of journals:

Szűcs I. et al. (2001): A kedvezőtlen adottságú területek EU-konform behatárolása. Gazdálkodás. Vol. 45. No. 3. 67-76. p., ISSN .....

e) Referring from foreign journals or books must be done in the original language in the same way explained above.

f) When referring from websites the exact link of the website and the date of downloading must be written down.

g) In case of **publications with DOI**, the authors should put the DOI identification in the reference list as well. For example:

Salovey, P., Mayer, J. (1990): Emotional Intelligence. Imagination, Cognition, and Personality. Vol 9 (3), 1989-1990, 185-211., <http://dx.doi.org/10.2190/DUGG-P24E-52WK-6CDG>

Prof. Dr. Szűcs István  
chairman of the Editorial Board

Gödöllő, 25 February 2016