

Guide for Authors of DGINS Conference Papers

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Title, Affiliation, Country

Abstract. In preparing the manuscript please follow the style of this Guide. For example your paper's title; the designation of the author's name (last name in capitals); the indication of the author's title, affiliation and country (in *Italics*) should follow the style shown above. Also, prepare a short abstract of the paper and place it as it is in this Guide. The numbering of Sections and Subsections should be done as indicated below.

1. Deadlines

Authors are requested to send their papers in English to the organiser, *Ms. Tamara Pál* (Tamara.Pal@ksh.hu) and to *Mr. Steffen Schneider* (Steffen.Schneider@ec.europa.eu) **by 6 July 2007**. This deadline is fixed in agreement with Eurostat to enable translation into French and German, and to allow **discussants** to prepare their presentations. Papers will be made available to the participants in advance of the conference via CIRCA.

2. Length of Paper

Papers are expected to be **not less than 5 pages and not more than about 10 PAGES in length**. This is calculated in terms of the printed format, with 1.5 line spacing, and with the use of **12 pts. Times New Roman font**. In the final printing of the publication the size will be reduced by 20% from the A4 format in which submissions are requested.

3. E-mail

Please send an e-mail containing the text of the paper to the organizer and to the Eurostat as mentioned above. Preferably the paper should be in WORD.

4. Paper Size

The text should be on white paper, A4 size, with the provision that the following length and width are optimally utilized: LENGTH 25 cm (10"); WIDTH 15.6 cm (6"1/8). A margin of at least 2 cm is to be left (for the final numbering of the book). Only one side of the paper should be used.

5. Typefont

The preferred typefont is Times New Roman, with the following sizes:

5.1 *Title of paper*

Please use 24pts. typefont size for title.

5.2 *Main text*

Please use 12 pts. type font size for the text, including headings. Main headings should be bold (as in this guide); subheadings should be in Italics (as in the two digit subheadings in this Guide).

5.3 *Abstract, footnotes, etc.*

Please use 10 pts. typefont size for the abstract, footnotes and endnotes.

6. Layout

6.1 *Title*

The title should be about 2 cm below the first line of the page. Please centre the title and the name and affiliation of the author.

6.2 *Abstract*

The width of the abstract should be about 12 cm (not wider). The abstract should be centered and should give the visual image of a block (albeit without lines around it).

6.3 *Numbering of Sections*

Sections should be consecutively numbered by Arabic numerals (not by Roman numerals or Capital letters). Main sections should have 1 digit designations; subsections 2 digit (1.1, 1.2, etc.) All headings (section titles) should be flush left.

6.4 *Emphasis*

Within the text, if emphasis is needed, use *italics* (not bold or underlining).

7. Footnotes and Endnotes

Preferably use endnotes in the text of the paper. Endnotes should follow the main text of the paper.

8. Placement and Typing of References

Indicate your references in the main text by Arabic numbers in square brackets, such as [1] or [22]. References should be placed on the relevant pages. Each reference should be started on a new line, by its number in square brackets. Within each reference the typing should be continuous. The preferred formats are shown below.

9. References

[1] Smith, A. (1766), *The Wealth of Nations*, Glasgow University Press.

[2] Smith, J. (1993), About Adam Smith, *Journal of Economic History*, Vol. 8, 280–294.

Template

Add Title of your paper here using this font and format

Please follow this layout for author name and title, centre both:

Dr. Fred BROWN
President, ... Statistical Office

Abstract in 1 ½ spacing: abstract abstract abstract abstract abstract
abstract abstract abstract abstract abstract abstract abstract abstract
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Add your main text here using this font and format (12 pts Times New Roman, justified)

1. **Please follow this format for paragraph headings (bold, 12 pts Times New Roman)**

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1.1 And this format for sub-headings titles

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2. To add emphasis on words in text, please use *italics* instead of bold.