**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  Faculty in Czech/Slovak  University in Czech/Slovak)  (contact details in Czech/Slovak – if possible) | Department in English  Faculty in English  University in English  (contact details in English) |
| 🖂 Street, post code, city, country  E-mail: aaaa@abcd.cz | |

**Prof. Name Surname, PhD.**

|  |  |
| --- | --- |
| Department in Czech/Slovak  Faculty in Czech/Slovak  University in Czech/Slovak)  (contact details in Czech/Slovak – if possible) | Department in English  Faculty in English  University in English  (contact details in English) |
| 🖂 Street, post code, city, country  E-mail: aaaa@abcd.cz | |

**Annotation** *(in English; 100 – 200 words)*

Annotation has to contain: aim and methods, main results and conclusions. Extent of annotation: 100 – 200 words.

**Key words** *(in English; 3 – 5 key words)*

Key word 1, key word 2, key word 3

**Anotace** *(annotation in Czech/Slovak - if possible; 100 – 200 words)*

Annotation has to contain: aim and methods, main results and conclusions. Extent of annotation: 100 – 200 words.

**Klíčová slova** *(key words in Czech/Slovak, if possible; 3 – 5 key words)*

Key word 1, key word 2, key word 3

**JEL** **classification:** e.g. R11, O12 *(letter + two-digit number, see www.aeaweb.org/jel/guide/jel.php; max. 3 codes)*

**1. Introduction**

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 (Kresl, 2021).

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 (Žítek and Klímová, 2018).

The paper has to contain the aim of the paper, methods and data used (in Introduction or in some following chapter).

**2. Chapter xxx**

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 (Tranos, Kitsos and Ortega-Argilés, 2021).

Insert tables as editable text, not an image.

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

|  |  |  |  |
| --- | --- | --- | --- |
| **A** | **I** | **II** | **III** |
| **B** | 12 | 23 | 34 |
| **C** | 45 | 56 | 67 |
| **Total** | **57** | **79** | **101** |

*Source: authors’ own processing*

**2.1 Subchapter xxx**

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 (Capello, 2021):

* xxxx,
* xxx,
* xxx.

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

*Source: Masarykova univerzita (2018)*

**3. 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**

***(Please, follow the rules below. Other examples of literature types are shown on pages 3 and 4.)***

Kresl, P.K., (2021). *The city and quality of life*. Cheltenham, UK: Edward Elgar. ISBN 978-1-80088-010-8. DOI: 10.4337/9781800880115.

Tranos, E., Kitsos, T., Ortega-Argilés, R., (2021). Digital economy in the UK: regional productivity effects of early adoption. *Regional Studies*, vol. 55, no. 12, pp. 1924-1938. ISSN 0048-7333. DOI: 10.1080/00343404.2020.1826420.

Žítek, V., Klímová, V., (2018). Spatial concentration of research and development in business sector. In *21st International Colloquium on Regional Sciences. Conference proceedings.* Brno: Masarykova univerzita, pp. 100-107. ISBN 978-80-210-8969-3. DOI: 10.5817/CZ.MUNI.P210-8970-2018-12.

***Acknowledgement.***

**Paper guidelines**

**Co-authors:** If one author is a co-author of several contributions, the sum of his shares must not exceed 1.0.

**Extent of paper:** not exceeding 8 pages (A4)

**Title:** not exceeding 100 characters

**Annotation:** 100 – 200 words (aim, methods, results)

**Key words:** state 3 – 5 key words

**JEL classification:** max. 3 codes (letter + two-digit number, see *www.aeaweb.org/jel/guide/jel.php*)

**Type:** Times New Roman, size 10

**Sources below tables and figures:** Times New Roman, italics, size 9

**Line:** single, free line between paragraphs

**Margin:** 2.5 cm from all sides

**Titles:** do not use capital letters

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

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

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

**Literature:** all sources listed in the reference list must be cited in the text of the paper and all sources cited in the text must be listed in the reference list

**Maximum size of file:** 1 MB

**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** (if it has been assigned)

**Articles in journals:** state volume (vol.), issue (no.), page numbers (pp.) and ISSN (and DOI)

**List of literature should contain at least 3 sources indexed in Web of Science.**

**State the literature as shown:**

***Journal article***

Author, A., AUThOR, B., (year). Paper title. *Journal title*, volume (vol.), issue (no.), pages (pp.). ISSN. DOI.

Tranos, E., Kitsos, T., Ortega-Argilés, R., (2021). Digital economy in the UK: regional productivity effects of early adoption. *Regional Studies*, vol. 55, no. 12, pp. 1924-1938. ISSN 0048-7333. DOI: 10.1080/00343404.2020.1826420.

***Monograph***

AutHor, A., AUTHOR, B., (year). *Monograph title*. Place: Publisher. ISBN. DOI.

Kresl, P.K., (2021). *The city and quality of life*. Cheltenham, UK: Edward Elgar. ISBN 978-1-80088-010-8. DOI: 10.4337/9781800880115.

***Chapter in monograph***

AutHor, A., AUTHOR, B., (year). Chapter title. In Editor, A., Editor, B. (eds.) *Monograph title*. Place: Publisher, pages (pp.). ISBN. DOI.

capello, R., (2021). Classical contributions: von Thünen and Weber. In Fischer, M.M., Nijkamp, P. (eds.). *Handbook of Regional Science.* 2nd edition. Berlin, DE: Springer-Verlag, pp. 61-80. ISBN 978-3-662-60722-0. DOI: 10.1007/978-3-662-60723-7\_94

***Article in conference proceedings***

autHor, A., (year). Paper title. In *Proceedings title*. Place of publishing: Publisher, pages (pp.). ISBN. DOI.

Žítek, V., Klímová, V., (2018). Spatial concentration of research and development in business sector. In *21st International Colloquium on Regional Sciences. Conference proceedings.* Brno: Masarykova univerzita, pp. 100-107. ISBN 978-80-210-8969-3. DOI: 10.5817/CZ.MUNI.P210-8970-2018-12.

***Website***

autHor or organization, (year). *Title of website.* [online]. [cit. date]. Accessible: http://www.xxx.cz/xxx.html.

Eurostat, (2021). *Regions and cities - Overview.* [online]. [cit. 2022-01-15]. Accessible: https://ec.europa.eu/eurostat/web/regions-and-cities.

***Thesis***

AUTHOR, A., (year). *Title of thesis.* [type of thesis]. Place: University.

NOVAK, J., (2021). *Title of thesis.* [PhD thesis]. Brno: Masaryk University.