

**International video conference:**  
**STRATEGIC RISK AND CRISIS**  
**MANAGEMENT – THE READINESS FOR**  
**FUTURE CRISES**

**INVITATION AND INSTRUCTIONS TO AUTHORS**

We invite all interested authors to submit their papers related to areas of research, provided that the same paper has never been published before. The time limit set for receiving the completed paper December 1, 2021.

The papers to be published in the collection of paper are limited in length from 4000 to 6000 words written in **Times New Roman**, 12pts, double spaced, margine Top 2.5 cm; Bottom 2.5 cm; Left 3 cm; Right 3cm.

The text should be submitted as Word document (.doc).

The papers should be written in **English**, with abstracts, key words and title in **English**.

**The publishing of the work is free of charge.**

An author can publish only one paper in. Two positive reviews by anonymous reviewers and their references for publishing are required for the paper to be published.

The author will receive a copy of the collection of paper which his/her paper is published.

The editorial board of the journal reserves the right to adapt the text to unifying editing standards as well as accepted conventions of usage and orthography in the English language.

**FORM AND STYLE**

All the papers submitted should begin by stating (in the left upper corner) **the last name and the first name** of the author in Times New Roman 12 pts. In the footnote introduced by an asterisk for every author his/her degree, institution where he/she works and address and contact data should be given in Times New Roman 10 pts.

**The title of the paper** in capital (upper-case) letters, in bold, should be written in the middle (Times New Roman 14 pts.)

Before the main body of the text a short **abstract** (summary) in length up to 8 lines should be given with **five key words** single spaced in font 10 pts.

**The subtitles** should be written to the left on the page in lower-case letters and must be marked with numbers (e.g. 1., 1.1, 1.2, 1.2.1). The paragraphs (1., 2. etc.) are separated from the preceding ones by a blank space, and the paragraphs (1.1, 1.2 etc) by a 6 pts space. The text is to be written in Time New Roman 12 pts and should contain the aim of the work, methods applied, the results obtained and the conclusions. At the end after the conclusion **references** should be listed.

### **AUTOR-DATE: SAMPLE CITATIONS**

(For more details, see in *The Chicago Manual of Style*)

The following examples illustrate the author-date system. Each example of a reference list entry is accompanied by an example of a corresponding in-text citation. For more details and many more examples, see chapter 15 of *The Chicago Manual of Style*. For examples of the same citations using the notes and bibliography system, follow the Notes and Bibliography link above.

#### **Book**

##### ***Reference list entries (in alphabetical order)***

Grazer, Brian, and Charles Fishman. 2015. *A Curious Mind: The Secret to a Bigger Life*. New York: Simon & Schuster.

Smith, Zadie. 2016. *Swing Time*. New York: Penguin Press.

##### ***In-text citations***

(Grazer and Fishman 2015, 12)

(Smith 2016, 315–16)

#### **Chapter or other part of an edited book**

In the reference list, include the page range for the chapter or part. In the text, cite specific pages.

### ***Reference list entry***

Thoreau, Henry David. 2016. "Walking." In *The Making of the American Essay*, edited by John D'Agata, 167–95. Minneapolis: Graywolf Press.

### ***In-text citation***

(Thoreau 2016, 177–78)

In some cases, you may want to cite the collection as a whole instead.

### ***Reference list entry***

D'Agata, John, ed. 2016. *The Making of the American Essay*. Minneapolis: Graywolf Press.

### ***In-text citation***

(D'Agata 2016, 177–78)

## **Translated book**

### ***Reference list entry***

Lahiri, Jhumpa. 2016. *In Other Words*. Translated by Ann Goldstein. New York: Alfred A. Knopf.

### ***In-text citation***

(Lahiri 2016, 146)

## **E-book**

For books consulted online, include a URL or the name of the database in the reference list entry. For other types of e-books, name the format. If no fixed page numbers are available, cite a section title or a chapter or other number in the text, if any (or simply omit).

### ***Reference list entries (in alphabetical order)***

Austen, Jane. 2007. *Pride and Prejudice*. New York: Penguin Classics. Kindle.

Borel, Brooke. 2016. *The Chicago Guide to Fact-Checking*. Chicago: University of Chicago Press. ProQuest Ebrary.

Kurland, Philip B., and Ralph Lerner, eds. 1987. *The Founders' Constitution*. Chicago: University of Chicago Press. <http://press-pubs.uchicago.edu/founders/>.

Melville, Herman. 1851. *Moby-Dick; or, The Whale*. New York: Harper & Brothers. <http://mel.hofstra.edu/moby-dick-the-whale-proofs.html>.

### ***In-text citations***

(Austen 2007, chap. 3)

(Borel 2016, 92)

(Kurland and Lerner 1987, chap. 10, doc. 19)

(Melville 1851, 627)

### **Journal article**

In the reference list, include the page range for the whole article. In the text, cite specific page numbers. For articles consulted online, include a URL or the name of the database in the reference list entry. Many journal articles list a DOI (Digital Object Identifier). A DOI forms a permanent URL that begins <https://doi.org/>. This URL is preferable to the URL that appears in your browser's address bar.

### ***Reference list entries (in alphabetical order)***

Keng, Shao-Hsun, Chun-Hung Lin, and Peter F. Orazem. 2017. "Expanding College Access in Taiwan, 1978–2014: Effects on Graduate Quality and Income Inequality." *Journal of Human Capital* 11, no. 1 (Spring): 1–34. <https://doi.org/10.1086/690235>.

LaSalle, Peter. 2017. "Conundrum: A Story about Reading." *New England Review* 38 (1): 95–109. Project MUSE.

Satterfield, Susan. 2016. "Livy and the *Pax Deum*." *Classical Philology* 111, no. 2 (April): 165–76.

### ***In-text citations***

(Keng, Lin, and Orazem 2017, 9–10)

(LaSalle 2017, 95)

(Satterfield 2016, 170)

Journal articles often list many authors, especially in the sciences. If there are four or more authors, list up to ten in the reference list; in the text, list only the first, followed by *et al.* (“and others”). For more than ten authors (not shown here), list the first seven in the reference list, followed by *et al.*

### ***Reference list entry***

Bay, Rachael A., Noah Rose, Rowan Barrett, Louis Bernatchez, Cameron K. Ghalambor, Jesse R. Lasky, Rachel B. Brem, Stephen R. Palumbi, and Peter Ralph. 2017. “Predicting Responses to Contemporary Environmental Change Using Evolutionary Response Architectures.” *American Naturalist* 189, no. 5 (May): 463–73. <https://doi.org/10.1086/691233>.

### ***In-text citation***

(Bay et al. 2017, 465)

### **News or magazine article**

Articles from newspapers or news sites, magazines, blogs, and the like are cited similarly. In the reference list, it can be helpful to repeat the year with sources that are cited also by month and day. Page numbers, if any, can be cited in the text but are omitted from a reference list entry. If you consulted the article online, include a URL or the name of the database.

### ***Reference list entries (in alphabetical order)***

Manjoo, Farhad. 2017. “Snap Makes a Bet on the Cultural Supremacy of the Camera.” *New York Times*, March 8, 2017.  
<https://www.nytimes.com/2017/03/08/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html>.

Mead, Rebecca. 2017. “The Prophet of Dystopia.” *New Yorker*, April 17, 2017.

Pai, Tanya. 2017. “The Squishy, Sugary History of Peeps.” *Vox*, April 11, 2017.  
<http://www.vox.com/culture/2017/4/11/15209084/peeps-easter>.

Pegoraro, Rob. 2007. “Apple’s iPhone Is Sleek, Smart and Simple.” *Washington Post*, July 5, 2007. LexisNexis Academic.

### ***In-text citation***

(Manjoo 2017)

(Mead 2017, 43)

(Pai 2017)

(Pegoraro 2007)

Readers' comments are cited in the text but omitted from a reference list.

### ***In-text citation***

(Eduardo B [Los Angeles], March 9, 2017, comment on Manjoo 2017)

### **Book review**

#### ***Reference list entry***

Kakutani, Michiko. 2016. "Friendship Takes a Path That Diverges." Review of *Swing Time*, by Zadie Smith. *New York Times*, November 7, 2016.

### ***In-text citation***

(Kakutani 2016)

### **Interview**

#### ***Reference list entry***

Stamper, Kory. 2017. "From 'F-Bomb' to 'Photobomb,' How the Dictionary Keeps Up with English." Interview by Terry Gross. *Fresh Air*, NPR, April 19, 2017. Audio, 35:25. <http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-the-dictionary-keeps-up-with-english>.

### ***In-text citation***

(Stamper 2017)

### **Thesis or dissertation**

#### ***Reference list entry***

Rutz, Cynthia Lillian. 2013. “*King Lear* and Its Folktale Analogues.” PhD diss., University of Chicago.

### ***In-text citation***

(Rutz 2013, 99–100)

### **Website content**

It is often sufficient simply to describe web pages and other website content in the text (“As of May 1, 2017, Yale’s home page listed . . .”). If a more formal citation is needed, it may be styled like the examples below. For a source that does not list a date of publication or revision, use *n.d.* (for “no date”) in place of the year and include an access date.

### ***Reference list entries (in alphabetical order)***

Bouman, Katie. 2016. “How to Take a Picture of a Black Hole.” Filmed November 2016 at TEDxBeaconStreet, Brookline, MA. Video, 12:51.

[https://www.ted.com/talks/katie\\_bouman\\_what\\_does\\_a\\_black\\_hole\\_look\\_like](https://www.ted.com/talks/katie_bouman_what_does_a_black_hole_look_like).

Google. 2017. “Privacy Policy.” Privacy & Terms. Last modified April 17, 2017.

<https://www.google.com/policies/privacy/>.

Yale University. n.d. “About Yale: Yale Facts.” Accessed May 1, 2017.

<https://www.yale.edu/about-yale/yale-facts>.

### ***In-text citations***

(Bouman 2016)

(Google 2017)

(Yale University, n.d.)

### **Social media content**

Citations of content shared through social media can usually be limited to the text (as in the first example below). If a more formal citation is needed, a reference list entry may be appropriate. In place of a title, quote up to the first 160 characters of the post. Comments are cited in reference to the original post.

### ***Text***

Conan O'Brien's tweet was characteristically deadpan: "In honor of Earth Day, I'm recycling my tweets" (@ConanOBrien, April 22, 2015).

***Reference list entries (in alphabetical order)***

Chicago Manual of Style. 2015. "Is the world ready for singular they? We thought so back in 1993." Facebook, April 17, 2015.  
<https://www.facebook.com/ChicagoManual/posts/10152906193679151>.

Souza, Pete (@petesouza). 2016. "President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit." Instagram photo, April 1, 2016. <https://www.instagram.com/p/BDrmfXTtNCt/>.

***In-text citations***

(Chicago Manual of Style 2015)

(Souza 2016)

(Michele Truty, April 17, 2015, 1:09 p.m., comment on Chicago Manual of Style 2015)

**Personal communication**

Personal communications, including email and text messages and direct messages sent through social media, are usually cited in the text only; they are rarely included in a reference list.

***In-text citation***

(Sam Gomez, Facebook message to author, August 1, 2017)