

INSTRUCTIONS FOR AUTHORS

Manuscripts submitted to **Serbian Project Management Journal** must be prepared according to the following instructions:

1. Journal:

Serbian Project Management Journal is online Journal which contains publications and research results in the field of Project Management in Serbia. The Journal includes papers in the following fields:

- General Concept of Project Management
- Management and Project Management
- Strategic Management and Project Management
- Marketing and Project Management
- Finance and Project Management
- Preparation and Evaluation of Capital Projects
- Project Management Organization
- Project Planning
- Follow up and Control of Project
- Methods and Techniques of Project Management
- Project Management Risk
- Contracting Management
- Project Procurement Management
- Project Quality Management
- Managing e-projects
- Project Management Software Packages
- Specific Fields of Project Management Application, etc.

All publications will have free access on www.yupma.rs.

2. Manuscripts:

All submissions of manuscripts should be made through e-mail: info@yupma.org.rs

Manuscripts must be **double-spaced throughout** (this includes Notes and References) with 2.5 cm top and bottom, and 3 cm left and right margins. Font should be Times New Roman 11. Footnotes should **not** be used. Manuscripts should be sent in **MS Word format**.

Papers submitted to *SPMJ* usually contain between **5,000** and **7,000** words.

To permit anonymity, the author's names should **not** appear on the manuscript. Instead, a cover page giving the title of the article and full identifying information (name, address, telephone and fax numbers and e-mail addresses) must be attached separately.

The title of the manuscript should be on the first page of the paper along with the abstract and keywords. Informative abstract should consist of no more than **150** words double-spaced. A list of **4-6** key words, in alphabetical order should be provided below the abstract. Key words should express the precise content of the manuscript as they are used for indexing purposes.

3. Illustrations:

Authors must provide high quality artwork for all illustrations. Tables and figures should be numbered separately. Each table and figure should be given a title and should be presented on a separate page at



the end of the manuscript. Titles for figures should be below and centered, titles for tables should be above with left alignment.

Figures and tables reproduced from already published work must be accompanied by permission of the original publisher (or copyright holder, if not the publisher).

4. References:

References should be listed alphabetically by author at the end of the manuscript. APA style citation should be used. APA style is available in Word 2007/References/Insert Citation.

In the text, insert the author's name and date in parentheses, e.g., (Mintzberg, 1985).

Multiple references should be listed alphabetically in parentheses, separated by semicolons e.g., (Jackson, 1996; Watson, 1986).

Page numbers, to indicate a passage of special relevance or to give the source of a quotation, should appear in parentheses as (Willmott, 1992, p. 12).

If there is more than one reference to the same author in the same year, postscript the date with a, b, c, etc. e.g., (Sparrow, 1998a).

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