

INSTRUCTIONS FOR AUTHORS

Manuscripts submitted to **European Project Management Journal** must be prepared in accordance with the following instructions.

1. Journal

European Project Management Journal is an online academic Journal which contains publications and research results in the field of Project Management. The Journal publishes 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.

All publications will have free access on epmj.org

2. Manuscripts

All submissions of manuscripts should be made through e-mail: office@epmj.org. 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. The font should be Times New Roman 11. Footnotes should **not** be used. Manuscripts should be sent in **MS Word format**. The manuscript submitted to *EPMJ* should contain between **2,500** and **5,000** words.

Due to the double-review process, the author's names should **not** appear on the manuscript. Instead, a cover page giving the title of the article and full identifying information (names, addresses, telephone 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. The abstract should consist of no more than **150** words double-spaced, Times New Roman 11. The abstract should outline the purpose, research methodology and findings of the manuscript. A list of **4-6** keywords, in alphabetical order, should be provided below the abstract. Keywords should express the precise content of the manuscript as they are used for indexing purposes. Divide the manuscript into clearly defined and numbered sections (1, 2, etc.). Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. The abstract should not be included in section numbering.

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 in line with APA style citation. APA style is available in MS Word® since version 2007 under References tab. 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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