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

**Prof. Name Surname, PhD.**

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

**Annotation (English)**

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

**Key words (English)**

Key word 1, key word 2, key word 3

**Anotace (annotation in Czech/Slovak, if possible)**

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)**

Key word 1, key word 2, key word 3

**JEL classification:** e.g. O12, X12 *(letter + two-digit number, see www.aeaweb.org/jel/guide/jel.php)*

**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 (Cooke, Piccaluga, 2011).

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 (Cooke, Piccaluga, 2011).

Paper has to contain objective 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 (Tödtling, Trippl, 2005).

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

|  |  |  |  |
| --- | --- | --- | --- |
| A | I | II | III |
| B | 12 | 23 | 34 |
| C | 45 | 56 | 67 |

*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 (Adams, 2015):

* xxxx,
* xxx,
* xxx.

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



*Source: Novak (2014)*

**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 3a and 4.)*

Cooke, P., Piccaluga, A., (2006). *Regional development in the knowledge economy*. London and New York: Routledge Taylor & Francis Group. ISBN 0415578639.

Tödtling, F., Trippl, M., (2005). One size fits all? Towards a differentiated regional innovation policy approach. *Research Policy*, vol. 34, no. 8, pp. 1203-1219. ISSN 0048-7333. DOI 10.1016/j.respol.2005.01.018.

Žítek, V., (2016). Changes of employment in research and development in the Czech regions. In *19th International Colloquium on Regional Sciences. Conference proceedings.* Brno: Masarykova univerzita, pp. 289-295. ISBN 978-80-210-8273-1. DOI 10.5817/CZ.MUNI.P210-8273-2016-36.

***Acknowledgement.***

**Paper guidelines**

**Co-authors:** size of co-authors shares of one author may not exceed 1.0

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

**Title:** not exceeding 100 characters

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

**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 (not footnotes; Harvard style)

**Literature:** all sources stated in the reference list have to be cited in the text

**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 have been assigned).

**Articles in journals:** state volume, issue, page numbers 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.

Tödtling, F., Trippl, M., (2005). One size fits all? Towards a differentiated regional innovation policy approach. *Research Policy*, vol. 34, no. 8, pp. 1203-1219. ISSN 0048-7333. DOI 10.1016/j.respol.2005.01.018.

***Monograph***

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

Cooke, P., Piccaluga, A., (2006). *Regional development in the knowledge economy*. London and New York: Routledge Taylor & Francis Group. ISBN 0415578639.

***Chapter in monograph***

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

Boekholt, P., Jager, D., (2004). South-East Brabant: a regional innovation system in transition. In Cooke, P. N., Heidenreich, M., Braczyk, H. J. (eds.). *Regional Innovation Systems: The role of governance in a globalized world*. London: Routledge, pp. 44‑62. ISBN 0-415-30369-9.

***Article in conference proceedings***

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

Žítek, V., (2016). Changes of employment in research and development in the Czech regions. In *19th International Colloquium on Regional Sciences. Conference proceedings.* Brno: Masarykova univerzita, pp. 289-295. ISBN 978-80-210-8273-1. DOI 10.5817/CZ.MUNI.P210-8273-2016-36.

***Website***

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

Eurostat, (2012). *Balance of payments. Overview.* [online]. [cit. 2014-04-09]. Accessible: http://ec.europa.eu/eurostat/web/balance-of-payments/overview.

***Thesis***

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

NOVAK, J., (2014). *Title of thesis.* [PhD thesis]. Brno: Masaryk University.