Title (Book Antiqua, 14PT, Bold)

Forname SURNAME (Book Antiqua, 12PT)

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| ABSTRACT (BOOK ANTIQUA, 9PT, ALL CAPS)(Should be 150 - 300 words. The content of abstract should be divided into the following seven parts. Book Antiqua, 9pt)  |  | KEY WORDS (BOOK ANTIQUA, 9PT, ALL CAPS)(A list of 5-7 keywords should follow the Abstract.)  |
| **Purpose** – What are the basic reasons for writing the paper? What is the gap in prior literature this paper fills in? **Aims(s)** – What are the aims of this paper? State them unambiguously and clearly. Consider division into the primary aim and secondary aims, if applicable. **Design/methodology/approach** – How are the objectives achieved? Include brief description of the main method(s) used for the research. Furthermore, in case the research was conducted with respondents, include a brief description of the research sample (respondents). In case, the research is case-based, include a brief description of the cases utilized and the rationale for the selection of these cases. In case the research is a theoretical review, include a brief description of the sum of papers and the key criteria and methods for their selection. **Findings** – How did you deal with the data (data analysis procedures)? What are the most important findings? **Limitations of the study** – What are the limitations of your research approach and the research process? What are the suggestions for future research? Practical implications – What suggestions can be derived from your research for the corporate practice in terms of consequences, or applications? **Originality/value** – What novel insights provides this paper? State the value of this paper and to whom it may be beneficial. 1 empty line (11pt) |  | word1, word2, word3, word4, word5, word6 (Book Antiqua, 9pt)JEL Code (For specifying the JEL code, please search: http://www.aeaweb.org/econlit/jelCodes.php) J24, M14 (Book Antiqua, 9pt) |

# INTRODUCTION (BOOK ANTIQUA, 13PT, BOLD, All caps)

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The body of the article should be in Book Antiqua, 11 pt, regular, single-spaced throughout, for an emphasis you should use ***text*** (***bold, italic***)or *text* (*just italic*). Justify the whole text both to the left and right leaving both margins even. At the end of a paragraph use “enter”. Space before/after every paragraph is 0 pt. Every paragraph has an indentation of 0.5 cm.

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## Heading 2 (All caps, Book Antiqua 11 pt, BOLD)

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### Heading 3 (All caps, Book Antiqua 11 pt, Italic)

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Use no bullets in your article; instead use numbering in numbers or letters (indent between the number and your text should be 0.5 pt

Example:

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2. Text, text, text;
3. Text, text;
4. Text, text, text, text, text.

Or:

1. Text, text, text, text;
2. Text, text, text, text;
3. Text, text, text, text;
4. Text, text, text, text.

All tables and graphs have to have consecutive numbering and titles. All tables and graphs should be pointed to in the text of the article. Their title should be ***Book Antiqua, 11 pt,*** ***bold italic.*** The text in tables should be Book Antiqua, 9 pt. In case of using decimal places, use decimal **points, not commas**!(An example: Right – 3**.**141 Wrong – 3**,**141)

Tables and graphs should be centered.

Example Table:

1. Title of table (centered, 11 pt, Book Antiqua)

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Example Figure:

1. Title of figure (centered, 11 pt, Book Antiqua)



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# References (BOOK ANTIQUA, 13PT, BOLD, All caps)

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Bibliography should appear in alphabetical order according to the surnames of the first authors and not numbered. Not cited bibliographic sources should not appear in the list of References. For the format of the References – see **JHRM formatting guide for bibliography & citations** **at our website** [**www.jhrm.eu**](http://www.jhrm.eu)**.** For the text of the references use Book Antiqua, 11 pt and justify the whole text both to the left and right with both margins even.

Example:

Bass, B. M. (1998). Transformational leadership: Industry, military, and educational impact. Mahwah, NJ: Lawrence Erlbaum Associates.

Bassi, L., & McMurrer, D. (2007). Maximizing your return on people. Harvard Business Review, 85(3), 115-123.

Poór, J., Engle, A., & Gross, A. (2010). Human resource management practices of large multinational firms in Hungary, 1988-2005. Acta Oeconomica, 60(4), 427-460.

Kovach, R. C., Cahoon, A. R., & Fehér, J. (1994). Human resource management in Central and Eastern Europe: The challenges of the 1990’s. In S. Péter (Ed.), Business research and management challenges. Papers and cases from Central/Eastern Europe (pp. 53-74). Budapest: International Management Center.

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Contact address: (Book Antiqua, 11 pt, bold)

Should include affiliations, mailing addresses, telephones, fax numbers and e-mail addresses of all authors of the respective paper in Book Antiqua, 11 pt, regular.

Example:

Anna Lašáková, Faculty of Management, Comenius University, Odbojárov 10, 820 05 Bratislava, Slovakia, tel.: 00421 2 50 117 472, fax: 00421 2 50 117 527, e-mail: anna.lasakova@fm.uniba.sk

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