GUIDE FOR AUTHORS

I. Overview the manuscript

The manuscript will be written in Romanian and English.
the sending manuscript will be:
- electronically to: ssmar_ro@yahoo.com
  and
- by mail at: Scientific Management Society of Romania
  13th, A.I. Cuza Street, Craiova, Dolj, Romania
  with the note
  For Business & Leadership Magazine

The papers should be:
- clearly written, concise and unambiguous;
- sized from 10 to 20 pages;
- written in Microsoft Word 2003.

Set Page: A4, left 2.5 cm., right 2 cm., top 2 cm., 2 cm below.
The text will written a single line spacing, aleft to right ligned.

II. Paper structure and details format

1. Article title: Times New Roman font, size 14, bold, centered
   (One blank)

2. The author (s) Article: Times New Roman font, size 12, bold,
   centered
   Author's surname (lowercase) and surname (block letters), the institution from which the e-mail
   contact.
   If there are more authors, passed under the author without space.
   (Two spaces)

3. Abstract: TNR, size 10, italic (italic), maximum 300 words. Align: Left 4 cm., Right 2 cm.
   The abstract should clearly specify the purpose of the article and the objectives of the study
   conducted by the author.

   (One blank)

4. Keywords: Times New Roman font, size 10, italic, align left 4 cm., Right 2 cm.
   Five - six keywords defining the topic in the story.
   (Two spaces)
5. Content:

5.1. Title of Chapters: TNR font, size 12, bold, two lines spacing, aligned left 3.5 cm.
5.2. Sub title: Times New Roman font, size 12, bold italic, 1 ½ lines spacing, aligned left 3.5 cm.
5.3. Text: Times New Roman font, size 12, normal, single spaced, aligned left (2.5 cm.) - Right (2 cm.)
5.4. Figures: integrated in the text, as each figure should be written centered short Fig. followed by explanations and reference (name), written in Times New Roman font, size 11, bold. Under each figure, if appropriate, the source bibliographic TNR font, size 8, cursive (italic).
5.5. Tables: introduce the text and numbered with Arabic numerals. Word table and write the current number right justified above the table, and explanations (table heading) are written next row centered TNR font, size 11, bold. Formatting tables is done in a uniform manner for all the work. Under each table, if appropriate, the source bibliographic TNR font, size 8, cursive (italic).
5.6. Formulas: TNR is drawn to, size 11, normal, following the usual conventions of style and size variables, functions, vectors, etc.. Each formula will be located and numbered on the right, between parentheses.
5.7. References to bibliographic sources: the footnotes are inserted as a footnote mentioning the name of the author(s), title, publisher, city, year and page, TNR font, size 8, usually in their original language. The paper's title is drawn italics.
Ex.: 15 Kurt Tepperwein, Spiritual Laws. To know, To Understand, To Learn, Old Court House, Bucharest, 2010, pp 57-58
5.8. Conclusions: This study summarizes the main results of research, the implications of the results, suggestions for future research.

III. References / bibliography

Times New Roman font, size 8, normal (with the exception of the work's title, which will be italic), in alphabetical order of authors in the original language has been published.

Model:
3. Chițu Viorica Ana, Manualul specialistului în resurse umane, Casa de editură IRECSON, București, 2001
4. Drucker Peter, Relațiile lumii de mâine, Editura Teora, București, 1999
5. x x x http://en.wikipedia.org/wiki/Case_study
6. x x x www.transparency.org

IV. Final requirements

1. The author(s) is (are) responsible for:
   - spelling correction and / or material standard
   - scientific content, the accuracy of published and opinions expressed.

Note: The article will be transmitted with the originality statement
2. The article will be accompanied by an affidavit of the author(s) that the material has not been published / given for publication in other journals.