# Title of the paper (Times New Roman 14-point; bold; left aligned; 12 pt space before and 3 pt space after; max 20 words)

First Author (name and surname)1, Second Author (name and surname)2

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**Abstract.** This is a single paragraph in which the most important parts of the article should be briefly summarized. The abstract should include the following elements of description, but without using headings: AIM (what question or questions were sought to be answered), METHODS (how the research was conducted), FINDINGS (what was found - key data, dependencies), CONCLUSIONS (how the results were interpreted and what conclusions were drawn). Additionally, the theoretical and/or practical implications/implications (recommendations) and the added value of the article (original contribution to the field) can be indicated. It is appropriate to use keywords within the abstract to make it easier for interested parties to find the article. The abstract should reflect the content of the article and be an objective representation of it - it should not include results that are not presented and justified in the main text and should not exaggerate the main conclusions. The abstract should be understandable without reading the article. References should not be included in the abstract. (max 200 words, 10 font size, single line spacing, justified).

**Keywords:** list, separated by commas, 3 to 6 keywords that best reflect the content of the article and are also common for the given research area (10 font size, single line spacing, justified).

**Kod JEL:** codes according to JEL classification, use: <https://www.aeaweb.org/jel/guide/jel.php> (10-point)

1. Introduction (Times New Roman 12-point; bold; 1.15 line spacing; left aligned; space after 12 pt)

The total number of characters with spaces should be between 20,000 and 40,000.Specific recommendations on the structure of the article and the content of the different sections are given in the guidelines.

2. Literature review

Main text: Times New Roman, 12 font size; 1,15 line spacing; justified. In each new paragraph the first line should be indented (0,75 cm). Italics and bold may be used in the text, do not use underlining or caps. Use italics to highlight terms and phrases discussed in the text, foreign words and titles of books, chapters, and papers. To cite sources use APA style 7 (<https://libguides.williams.edu/citing/apa>). Additional instructions in this regard are given in the guidelines.

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2.1. Section (Times New Roman; 12-point; bold italics; line spacing: 1.15; justified; space before: 12 pt, after: 6 pt)

If necessary, various parts of the article (except for the introduction and conclusions) may be divided into sections and (optionally) subsections by applying the editorial principles given here and formulating the titles of these sections accordingly.

2.1.1. Subsection (Times New Roman; 12-point; italic; line spacing: 1.15; justified; first line of each paragraph indented 0.75 cm; space before 12 pt)

Graphical objects (tables and figures) may be used in the text. All figures and tables should be cited in the main text before they appear (see Figure 1).

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| C:\Users\martin\Downloads\testFigure.tif  (a) | C:\Users\martin\Downloads\testFigure.tif  (b) |

Figure 1. If there are multiple panels in a figure, they should be listed as: (a) Description of what is contained in the first panel; (b) Description of what is contained in the second panel (11-point, left aligned, single line spacing, 12 pt space before and after)

Source: (XXXXX, 2018, p. 19). (9-point, single line spacing, 6 pt before and 12 pt after).

Use the following symbol in bulleted lists:

* first bullet point,
* second bullet point,
* third bullet point.

Please note that the punctuation rules also apply in bulleted lists.

2.1.2. Subsection

Graphical objects should be placed as close as possible to their first mention in the text (see Table 1).

Table 1. Title (11-point, left aligned, single line spacing, 12 pt space before and after)

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| --- | --- | --- |
| **Stub heading 1ª** | **Stub heading 2** | **Stub heading 3** |
| Entry 1 | Text | Data |
| Entry 2 | Text | Data |
| Entry 3 | Text | Data |
| Entry 4 | Text | Data |
| Entry 5 | Text | Data |

ªTables may have a footer if necessary (9 pt font size, single line spacing).

Source: own work based on (XXXXX, 2018, p. 213). (9-point, line spacing: single).

Instructions on the formatting of descriptions (titles, sources) and the content of graphic objects are included in the guidelines for authors.

3. Methodology

This section should describe how the research was conducted, i.e. its organization and the methodological solutions used, and possibly the characteristics of the research sample.

4. Findings

This part should contain a concise description of the research results and analyses conducted, but without conclusions and recommendations. In the case of quantitative research, the statistical interpretation of the results should also be included here (see Figure 2).

Figure 2. Header (11-point, left aligned, single line spacing, 12 pt space before and after)

Source: own work based on (XXXXX, 2018, p. 213). (9-point, line spacing: single).

All mathematical equations and formulas should be formatted according to the following rules. Here is an example of an equation and its citation in the text (1):

|  |  |
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| a = 1, | (1) |

whereby the text following the equation/formula need not be a new paragraph. In writing equations and formulas, punctuation should be maintained as in normal text.

5. Discussion and conclusions

This section concludes the research, which should be related to the research assumptions, and the results of other, previous recognitions. It also shows the practical implications of the research, its limitations and recommendations for future studies in this area.

References (only items cited in the text, detailed guidelines)

Black, M., & Lee, T. (n.d.). Geography of poverty: A journey through forgotten America. MSNBC. http://www.msnbc.com/interactivgeography-of-poverty/index.html

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Title (in Polish)

**Abstract**: The abstract in Polish should be an adequate translation of the abstract in English (10 pt, single line spacing, justified, space before 6 pt).

**Keywords**: 3 to 6 keywords.

**JEL Classification:** JEL number.

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