**Title of the paper in English**

**Naslov rada na srpskom jeziku**

Name Surnamea[[1]](#footnote-1)\*, Name Surnameb, Name Surnamec

a Institution

b Institution

c Institution

**A b s t r a c t**

*This document presents a model for preparing the camera-ready manuscripts to be submitted for publishing in the BizInfo (Blace) Journal of Economics, Management and Informatics. The abstract briefly summarizes the article, at the same time enabling a reader to assess its relevance. The author(s) should elaborate the goal, the methods used during the research and give a brief description of the results and conclusions of the research. The abstract should be between* ***100 and 150 words long.***

***Keywords*:** *3-5 keywords*

**S a ž e t a k**

*Ovaj dokument predstavlјa obrazac za formatiranje rada tako da izgleda kao da je već spreman za publikovanje. Sažetak predstavlјa kratak informativni prikaz sadržaja rada koju čitaocu treba da omogući brzu i tačnu ocenu njegove relevantnosti. Autori treba da obrazlože cilј istraživanja, opišu metode korišćene u istraživanju i ukratko opišu rezultate do kojih su došli u istraživanju. Sažetak treba da sadrži od* ***100 do 150 reči.***

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**1. Manuscript submission**

By submitting a manuscript authors warrant that their contribution to the Journal is their original work, that it has not been published before, that it is not under consideration for publication elsewhere, and that its publication has been approved by all co-authors, if any, and tacitly or explicitly by the responsible authorities at the institution where the work was carried out.

Authors are exclusively responsible for the contents of their submissions, the validity of the experimental results and must make sure that they have permission from all involved parties to make the data public.

Authors wishing to include figures or text passages that have already been published elsewhere are required to obtain permission from the copyright holder(s) and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

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The papers should be written in in English. The manuscript should contain about maximum 10 pages and it should be submitted through our website - make a submission: <http://bizinfo.edu.rs/index.php/bizinfo/about/submissions>

Manuscripts are be pre-evaluated at the Editorial Office in order to check whether they meet the basic publishing requirements and quality standards. They are also screened for plagiarism.

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Authors must follow the instructions for authors strictly, failing which the manuscripts would be rejected without review.

Under the title and name(s) of the author(s) an abstract of up to 150 words should be provided in Serbian, and after that in English using Times New Roman, Italic, 10 pt, as well as up to five key words.

**3. Title and subtitle**

Titles and subtitles should be typed in Times New Roman, Bold**,** 10 pt, as shown in this instruction.

The paper should be typed using regular spacing, but double-spaced between passages, while the left and righ margins should be justified. Times New Roman, 10 pt, exclusively should be used, as used in this instruction.

**4. Table, chart and image**

Images, drawings and other illustrations should be of good quality. The acceptable image formats include: JPEG or EPS.

Table must not use color. They should be marked by Arabic numerals according to a logical sequence and they should have an appropriate name. The reference under the chart or image is obligatory (9 pt, Centered).

Please do not:

* Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
* Supply files that are too low in resolution;
* Submit graphics that are disproportionately large for the content.

Short mathematical expressions should be an integral part of the text, while longer expressions are inserted using Equation tool in Word in a separate line. Equations are marked by numerals in parentheses justified on the right (e.g. 12). The equations from the text ate referred to by the number in parentheses.

**Table 1.** Demographic structure of respondents

|  |  |  |
| --- | --- | --- |
|  | Frequency (*N* = 113) | |
| *N* | % |
| *Education* |  |  |
| High school | 21 | 18.6 |
| College | 32 | 28.3 |
| Bachelor's degree | 37 | 32.7 |
| Master's degree | 20 | 17.7 |
| PhD | 3 | 2.7 |
| *Age* |  |  |
| 18 – 25 | 4 | 3.5 |
| 26 – 35 | 42 | 37.2 |
| 36 – 45 | 43 | 38.1 |
| 46 – 55 | 19 | 16.8 |
| 56 – 65 | 5 | 4.4 |
| *Year of work experience* |  |  |
| 0 – 2 | 10 | 8.8 |
| 3 – 5 | 24 | 21.2 |
| 5 – 10 | 33 | 29.2 |
| 10 – 15 | 31 | 27.4 |
| 15 – 20 | 8 | 7.1 |
| Over 20 | 7 | 6.2 |
| Activity |  |  |
| Production | 24 | 21.2 |
| Services | 74 | 65.5 |
| Production & Services | 15 | 13.3 |

*Source:* Author's calculation based on SPSS 21.0

**Figire 1**. Turnover Model before 1985.



Source: Holtom, B. C., Mitchell, T. R., Lee, T. W., & Eberly, M. B. (2008). Turnover and retention research: a glance at the past, a closer review of the present, and a venture into the future. *Academy of Management annals*, *2*(1), 231-274.

The equations are written using Microsoft Word (MathType); they are consecutively numbered and centered.

|  |  |
| --- | --- |
|  | (1) |

respectively, the input to the first layer i-th neuron is:

|  |  |
| --- | --- |
|  | (2) |

**References**

References are cited at the end of the text and shall be in the language in which they were published. The list of References shall only include works that are cited in the text They should be cited using the APA citation style (Source: American Psychological Assosiation <https://apastyle.apa.org/>)

**References in the text:**

If you use direct or indirect citations in the text, the reference must be cited by the author’s last name and the year of publication, for example: (Baron, 2008), or, if there are more than one authors (Adams et al., 2010). If the citation is direct, it is necessary to cite the page as well, e.g. (Lawrence, 1966, p.124).

**Whole authored book**

Jackson, L. M. (2019). The psychology of prejudice: From attitudes to social action (2nd ed.). American Psychological Association.

Sapolsky, R. M. (2017). Behave: The biology of humans at our best and worst. Penguin Books.

* Provide the author, year of publication, title, and publisher of the book.
* Include any edition information in parentheses after the title, without italics.
* If the book includes a DOI, include the DOI in the reference after the publisher name.
* Do not include the publisher location.
* If the book does not have a DOI and is an ebook from an academic research database, end the book reference after the publisher name. Do not include [database information](https://apastyle.apa.org/style-grammar-guidelines/references/database-information) in the reference. The reference in this case is the same as for a print book.

**Whole edited book**

Kesharwani, P. (Ed.). (2020). Nanotechnology based approaches for tuberculosis treatment. Academic Press.

Torino, G. C., Rivera, D. P., Capodilupo, C. M., Nadal, K. L., & Sue, D. W. (Eds.). (2019). Microaggression theory: Influence and implications. John Wiley & Sons. <https://doi.org/10.1002/9781119466642>

* Use the abbreviation “(Ed.)” for one editor and the abbreviation “(Eds.)” for multiple editors after the editor names, followed by a period. In the case of multiple editors, include the role once, after all the names.
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**Journal article**

Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. Psychology of Popular Media Culture, 8(3), 207–217. <https://doi.org/10.1037/ppm0000185>

* If a journal article has a DOI, include the DOI in the reference.
* Always include the issue number for a journal article.
* If the journal article does not have a DOI and is from an academic research database, end the reference after the page range (for an explanation of why, see the [database information page](https://apastyle.apa.org/style-grammar-guidelines/references/database-information)). The reference in this case is the same as for a print journal article.
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* If the journal article does not have a DOI but does have a URL that will resolve for readers (e.g., it is from an online journal that is not part of a database), include the URL of the article at the end of the reference.

**Journal article with missing information**

Missing volume number

Stegmeir, M. (2016). Climate change: New discipline practices promote college access. The Journal of College Admission, (231), 44–47. <https://www.nxtbook.com/ygsreprints/NACAC/nacac_jca_spring2016/#/46>

Missing issue number

Sanchiz, M., Chevalier, A., & Amadieu, F. (2017). How do older and young adults start searching for information? Impact of age, domain knowledge and problem complexity on the different steps of information searching. Computers in Human Behavior, 72, 67–78. <https://doi.org/10.1016/j.chb.2017.02.038>

Missing page or article number

Butler, J. (2017). Where access meets multimodality: The case of ASL music videos. Kairos: A Journal of Rhetoric, Technology, and Pedagogy, 21(1). [http://technorhetoric.net/21.1/topoi/butler/index.html](http://kairos.technorhetoric.net/21.1/topoi/butler/index.html)

**Newspaper article references**

Carey, B. (2019, March 22). Can we get better at forgetting? The New York Times. <https://www.nytimes.com/2019/03/22/health/memory-forgetting-psychology.html>

Harlan, C. (2013, April 2). North Korea vows to restart shuttered nuclear reactor that can make bomb-grade plutonium. The Washington Post, A1, A4.

Stobbe, M. (2020, January 8). Cancer death rate in U.S. sees largest one-year drop ever. Chicago Tribune.

**Blog post**

Ouellette, J. (2019, November 15). Physicists capture first footage of quantum knots unraveling in superfluid. Ars Technica. <https://arstechnica.com/science/2019/11/study-you-can-tie-a-quantum-knot-in-a-superfluid-but-it-will-soon-untie-itself/>

**Report by Government Agency references**

National Cancer Institute. (2019). Taking time: Support for people with cancer (NIH Publication No. 18-2059). U.S. Department of Health and Human Services, National Institutes of Health. <https://www.cancer.gov/publications/patient-education/takingtime.pdf>

* The specific agency responsible for the report appears as the author. The names of parent agencies not present in the [group author name](https://apastyle.apa.org/style-grammar-guidelines/references/elements-list-entry#groupname) appear in the source element as the publisher. This creates concise in-text citations and complete reference list entries.

**Report with individual authors references**

Baral, P., Larsen, M., & Archer, M. (2019). Does money grow on trees? Restoration financing in Southeast Asia. Atlantic Council. <https://www.atlanticcouncil.org/in-depth-research-reports/report/does-money-grow-on-trees-restoring-financing-in-southeast-asia/>

Stuster, J., Adolf, J., Byrne, V., & Greene, M. (2018). Human exploration of Mars: Preliminary lists of crew tasks (Report No. NASA/CR-2018-220043). National Aeronautics and Space Administration. <https://ntrs.nasa.gov/archive/nasa/casi.ntrs.nasa.gov/20190001401.pdf>

* If the report has a report number, include it in parentheses without italics after the report title.
* Provide the publisher of the report and its URL in the source element of the reference

**Conferences proceedings published as a whole book**

Kushilevitz, E., & Malkin, T. (Eds.). (2016). Lecture notes in computer science: Vol. 9562. Theory of cryptography. Springer. <https://doi.org/10.1007/978-3-662-49096-9>

**Conferences proceedings published as a whole book chapter**

Bedenel, A.-L., Jourdan, L., & Biernacki, C. (2019). Probability estimation by an adapted genetic algorithm in web insurance. In R. Battiti, M. Brunato, I. Kotsireas, & P. Pardalos (Eds.), Lecture notes in computer science: Vol. 11353. Learning and intelligent optimization (pp. 225–240). Springer. <https://doi.org/10.1007/978-3-030-05348-2_21>

**Unpublished dissertations or theses references**

Harris, L. (2014). Instructional leadership perceptions and practices of elementary school leaders [Unpublished doctoral dissertation]. University of Virginia.

* When a dissertation or thesis is unpublished, include the description “[Unpublished doctoral dissertation]” or “[Unpublished master’s thesis]” in square brackets after the dissertation or thesis title.
* In the source element of the reference, provide the name of the institution that awarded the degree.
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**Webpage**

**Webpage on a news website**

Bologna, C. (2019, October 31). Why some people with anxiety love watching horror movies. HuffPost. <https://www.huffpost.com/entry/anxiety-love-watching-horror-movies_l_5d277587e4b02a5a5d57b59e>

Woodyatt, A. (2019, September 10). Daytime naps once or twice a week may be linked to a healthy heart, researchers say. CNN. <https://www.cnn.com/2019/09/10/health/nap-heart-health-wellness-intl-scli/index.html>

* Use this format for articles from news websites. Common examples are BBC News, Bloomberg, CNN, HuffPost, MSNBC, Reuters, Salon, and Vox. These sites do not have associated daily or weekly newspapers.
* Use the [newspaper article category](https://apastyle.apa.org/style-grammar-guidelines/references/examples/newspaper-article-references) for articles from newspaper websites such as The New York Times or The Washington Post.
* Provide the writer as the author.
* Provide the specific date the story was published.
* Provide the title of the news story in italic sentence case.
* List the name of the news website in the source element of the reference.
* End the reference with the URL.

**Webpage on website with government agency group author**

National Institute of Mental Health. (2018, July). Anxiety disorders. U.S. Department of Health and Human Services, National Institutes of Health. <https://www.nimh.nih.gov/health/topics/anxiety-disorders/index.shtml>

* For a page on a government website without individual authors, use the specific agency responsible for the webpage as the author.
* The names of parent agencies not present in the author element appear in the source element (in the example, U.S. Department of Health and Human Services, National Institutes of Health). This creates concise in-text citations and complete reference list entries.
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* Some online works note when the work was last updated. If this date is clearly attributable to the specific content you are citing rather than the overall website, use the updated date in the reference.
* Do not include a date of last review in a reference because content that has been reviewed has not necessarily been changed. If a date of last review is noted on a work, ignore it for the purposes of the reference.
* Italicize the title of the webpage.
* End the reference with the URL.

**Webpage on website with organizational government agency group author**

World Health Organization. (2018, May 24). The top 10 causes of death. <https://www.who.int/news-room/fact-sheets/detail/the-top-10-causes-of-death>

* For a page from an organization’s website without individual authors, use the name of the organization as the author.
* Provide as specific a date as possible for the webpage.
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* Italicize the title of the webpage.
* Because the author of the webpage and the site name are the same, omit the site name from the source element to avoid repetition.
* End the reference with the URL.

**Webpage on website with an individual author**

Giovanetti, F. (2019, November 16). Why we are so obsessed with personality types. Medium. <https://medium.com/the-business-of-wellness/why-we-are-so-obsessed-with-personality-types-577450f9aee9>

* When individual author(s) are credited on the webpage, list them as the author in the reference.
* Provide as specific a date as possible for the webpage.
* Some online works note when the work was last updated. If this date is clearly attributable to the specific content you are citing rather than the overall website, use the updated date in the reference.
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* Italicize the title of the webpage.
* Provide the site name in the source element of the reference.
* End the reference with the URL.

**Webpage on a website with a retrieval date**

U.S. Census Bureau. (n.d.). U.S. and world population clock. U.S. Department of Commerce. Retrieved January 9, 2020, from <https://www.census.gov/popclock/>

* When contents of a page are designed to change over time but are not archived, include a [retrieval date](https://apastyle.apa.org/style-grammar-guidelines/references/elements-list-entry#retrieval) in the reference.

For more information on the APA style refer to: <https://apastyle.apa.org/style-grammar-guidelines/references/examples>

All **references** should be given at the end of the text in an alphabetical order.

Angley, D., O'Byrne-Prior, J., & O'Connor, N. (2014). Visitor Attractions: The Future of Social Media in Heritage, Urban and Natural Tourism. *International Hospitality and Tourism Student Journal*, *6*(4), 326-340.

Baka, V. (2016). The becoming of user-generated reviews: Looking at the past to understand the future of managing reputation in the travel sector. *Tourism Management*, *53*, 148-162. [https://doi.org/10.1016/j.tourman.2015.09.004](https://doi.org/10.1016/j.tourman.2015.09.004" \t "_blank" \o "Persistent link using digital object identifier)

Dramićanin, S. (2019). The impact of authentic leadership on the commitment of employees in travel agencies in the Republic of Serbia. *BizInfo (Blace) Journal of Economics, Management and Informatics*, *10*(1), 29-41. <https://doi.org/10.5937/bizinfo1901029D>

Perić, G., Dramićanin, S., & Milenkovski, A. (2020). Measuring perception of service quality of Serbian rural tourism using RURALQUAL scale. *BizInfo (Blace) Journal of Economics, Management and Informatics*, *11*(1), 1-17. https://doi.org/10.5937/bizinfo2001001P

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