Title of the ICQEM 2020 Paper

SurnameAuthor1, A.A.1), SurnameAuthor2, B.B.2) and SurnameAuthor3, C.C.3)

1) Affiliation 1

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STRUCTURED Abstract (Maximum 250 words Total)

**Purpose (Mandatory) -** Article files should be provided in Microsoft Word format (main text- Times New Roman 12, the text of each section should be justified and all the paragraphs must be formatted with 0 points before and 6 points after, and the line spacing should be defined to “1,5 lines”). The titles shall be formatted according this template. Articles should be approximately 6000 (maximum) words in length. This includes all text including references and appendices. All the full papers should be submitted by the *EasyChair* platform:

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**Design/methodology/approach (Mandatory)** - A title of not more than eight words should be provided. All contributing authors’ names and affiliations should be added in the *EasyChair* submission platform (https://easychair.org/conferences/?conf=4thicqem), and their names arranged in the correct order for publication.

**Findings (Mandatory) -** Authors could include an “Acknowledgements” section before “References” section.

**Research limitations/implications-** Authors must supply a structured abstract in their submission, set out under 4-7 sub-headings.

Purpose (mandatory)

Design/methodology/approach (mandatory)

Findings (mandatory)

Research limitations/implications (if applicable)

Practical implications (if applicable)

Social implications (if applicable)

Originality/value (mandatory)

Maximum (Structured abstract) is 250 words in total (including keywords and article classification, see below).

**Practical implications-** Authors should avoid the use of personal pronouns within the structured abstract and body of the paper (e.g. "this paper investigates..." is correct; "I investigate..." is incorrect).

**Social implications-** The paper to be submitted should not mention the authors’ names and affiliation. Authors will be asked to include their names and affiliations in the final version after acceptance.

**Originality/value (Mandatory)-** If applicable, authors must declare all sources of external research funding in the “Acknowledgements” section.

**Keywords**: Keyword1, Keyword2, Keyword3, Keyword4.

**Paper type** (See next section)**:** Research paper (e.g.)

**INTRODUTION**

Authors should provide appropriate and short keywords related to the principal topics of the paper. The maximum number of keywords is 4. Authors must categorize their paper as part of the submission process. The category which most closely describes their paper should be selected from the list below:

**Research paper.** This category covers papers which report on any type of research undertaken by the author(s). The research may involve the construction or testing of a model or framework, action research, testing of data, market research or surveys, empirical, scientific or clinical research.

**Viewpoint.** Any paper, where content is dependent on the author's opinion and interpretation, should be included in this category; this also includes journalistic pieces.

**Technical paper.** Describes and evaluates technical products, processes or services.

**Conceptual paper.** These papers will not be based on research but will develop hypotheses. The papers are likely to be discursive and will cover philosophical discussions and comparative studies of others' work and thinking.

**Case study.** Case studies describe actual interventions or experiences within organizations. They may well be subjective and will not generally report on research. A description of a legal case or a hypothetical case study used as a teaching exercise would also fit into this category.

**Literature review.** It is expected that all types of paper cite any relevant literature so this category should only be used if the main purpose of the paper is to annotate and/or critique the literature in a particular subject area. It may be a selective bibliography providing advice on information sources or it may be comprehensive in that the paper's aim is to cover the main contributors to the development of a topic and explore their different views.

**General review.** This category covers those papers which provide an overview or historical examination of some concept, technique or phenomenon. The papers are likely to be more descriptive or instructional ("how to" papers) than discursive.

RESEARCH METODOLOGHY

Headings must be concise, with a clear indication of the distinction between the hierarchies of headings. The preferred format is for first level headings to be presented in bold format and subsequent sub-headings to be presented in medium italics. Notes or Endnotes should be used only if absolutely necessary and must be identified in the text by consecutive numbers, enclosed in square brackets and listed at the end of the article.

RESULTS

All figures (charts, diagrams, line drawings, web pages/screenshots, and photographic images) should be included in the paper. All figures should be of high quality, legible and numbered consecutively (below each figure). Graphics may be supplied in color to facilitate their appearance on the online database.



Figure 1 – Logotype of ICQEM.

AKNOWLEDGEMENTS

All tables should be numbered consecutively and identified above each table.

Table 1 – List of the formats to be used in the manuscript.

|  |  |
| --- | --- |
| **Section** | **Size, type** |
| Manuscript title | 18, Times New Roman bold |
| Main titles  | 12, Times New Roman bold, all caps |
| Subtitles and structured abstract titles | 12, Times New Roman bold, Initial Letter caps |
| Main text, legends and references | 12, Times New Roman |

CONCLUSIONS

A section summarizing the main conclusions and the research implications should be included.

REFERENCES

References to other publications must be in Harvard style and carefully checked for completeness, accuracy and consistency. This is very important in an electronic environment.

You should cite publications in the text using the first named author's name (Adams, 2006) or citing both names of two (Adams and Brown, 2006) or when there are three or more authors (Adams et al., 2006). At the end of the paper a reference list in alphabetical order should be supplied:

* For books: Surname, Initials (year), Title of Book, Publisher, Place of publication. E.g. Harrow, R. (2005), No Place to Hide, Simon & Schuster, New York, NY.
* For book chapters: Surname, Initials (year), "Chapter title", Editor's Surname, Initials, Title of Book, Publisher, Place of publication, pages. e.g. Calabrese, F.A. (2005), "The early pathways: theory to practice – a continuum", in Stankosky, M. (Ed.), Creating the Discipline of Knowledge Management, Elsevier, New York, NY, pp. 15-20.
* For journals: Surname, Initials (year), "Title of article", Journal Name, volume, number, pages. E.g. Capizzi, M.T. and Ferguson, R. (2005), "Loyalty trends for the twenty-first century", Journal of Consumer Marketing, Vol. 22 No. 2, pp. 72-80.
* For published conference proceedings: Surname, Initials (year of publication), "Title of paper", in Surname, Initials (Ed.), Title of published proceeding which may include place and date(s) held, Publisher, Place of publication, Page numbers. e.g. Jakkilinki, R., Georgievski, M. and Sharda, N. (2007), "Connecting destinations with an ontology-based e-tourism planner", in Information and communication technologies in tourism 2007 proceedings of the international conference in Ljubljana, Slovenia, 2007, Springer-Verlag, Vienna, pp. 12-32.
* For unpublished conference proceedings: Surname, Initials (year), "Title of paper", paper presented at Name of Conference, date of conference, place of conference, available at: URL if freely available on the internet (accessed date). E.g. Aumueller, D. (2005), "Semantic authoring and retrieval within a wiki", paper presented at the European Semantic Web Conference (ESWC), 29 May-1 June, Heraklion, Crete, available at: http://dbs.uni-leipzig.de/file/aumueller05wiksar.pdf (accessed 20 February 2007).
* For working papers: Surname, Initials (year), "Title of article", working paper [number if available], Institution or organization, Place of organization, date. E.g. Moizer, P. (2003), "How published academic research can inform policy decisions: the case of mandatory rotation of audit appointments", working paper, Leeds University Business School, University of Leeds, Leeds, 28 March.
* For encyclopaedia entries: (with no author or editor): Title of Encyclopedia (year) "Title of entry", volume, edition, Title of Encyclopedia, Publisher, Place of publication, pages. E.g. Encyclopaedia Britannica (1926) "Psychology of culture contact", Vol. 1, 13th ed., Encyclopaedia Britannica, London and New York, NY, pp. 765-71. (For authored entries please refer to book chapter guidelines above).
* For newspaper articles (authored): Surname, Initials (year), "Article title", Newspaper, date, pages. E.g. Smith, A. (2008), "Money for old rope", Daily News, 21 January, pp. 1, 3-4.
* For newspaper articles (non-authored): Newspaper (year), "Article title", date, pages. E.g. Daily News (2008), "Small change", 2 February, p. 7.
* For archival or other unpublished sources: Surname, Initials, (year), "Title of document", Unpublished Manuscript, collection name, inventory record, name of archive, location of archive. E.g. Litman, S. (1902), "Mechanism & Technique of Commerce", Unpublished Manuscript, Simon Litman Papers, Record series 9/5/29 Box 3, University of Illinois Archives, Urbana-Champaign, IL.
* For electronic sources: If available online, the full URL should be supplied at the end of the reference, as well as a date that the resource was accessed. E.g. Castle, B. (2005), "Introduction to web services for remote portlets", available at: http://www-128.ibm.com/developerworks/ library/ws-wsrp/ (accessed 12 November 2007). Standalone URLs, i.e. without an author or date, should be included either within parentheses within the main text, or preferably set as a note (roman numeral within square brackets within text followed by the full URL address at the end of the paper).