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|  | **THI 2020**  **Tourism and Hospitality Industry 2018**  **Trends and Challenges**  25th Biennial International Congress  4 – 6 May 2020, Opatija, Croatia  University of Rijeka, Faculty of Tourism and Hospitality Management Opatija |  |

**NOTES FOR AUTHORS – INSTRUCTIONS FOR FULL PAPERS**

Papers should be sent to the Organizing Committee via e-mail: [thi2020@fthm.hr](mailto:thi2020@fthm.hr).

The selection of the papers will be made in accordance with a double-blind review process. The authors have to attend the congress for the final acceptance. All accepted and presented papers will be published in the Congress Proceedings, which is indexed in EBSCO – Hospitality & Tourism Complete, ProQuest Business Premium Collection, ProQuest Central, ProQuest – ABI/INFORM, ProQuest - East & Central Europe Database, and RePEc.

Submitted papers are expected to be original contributions and should not be under consideration for any other publication at the same time. They should be written in the English language using Microsoft Word. The authors must ensure that the paper is complete, grammatically correct and without spelling or typographical errors. They are also responsible for language editing.

**INSTRUCTIONS FOR FULL PAPERS**

The submitted text should not exceed more than **30,000 characters (15 pages),** typed according to the instructions below:

***Font***: Times New Roman, size 10*;*

***Line spacing***: single; A4 Format (297x210 mm);

***Page Setup***: *Margins*: top 5 cm, bottom 5 cm, left 4.4 cm, right 4.2 cm, gutter 0 cm;

***Layout***: header 4 cm, footer 4 cm.

**The cover page** has to list the authors’ names, their titles, positions, full addresses of their institutions, telephone, e-mail address, paper number, title of the paper and key words.

**Title** of the paper should be concise and informative.

**Abstract** comprising between 200 and 250 words should include *the purpose, methodology, findings and contribution of the research.* The abstract should be accompanied by 4-6 keywords pertinent to the principal topic of the paper, suitable for indexing and online search purposes.

**References** are cited in the text by the author’s surname, the publication date of the work cited and a page number if necessary e.g. (Jackson 2004, 176) or (Jackson and Miller 2005, 26). Full details are given in the reference list in alphabetical order at the end of the paper.

Examples:

• *Journal article:* 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.

• *Book:* Surname, Initials (year), *Title of Book*, Publisher, Place of publication.

e.g. Harrow, R. (2005), *No Place to Hide*, Simon & Schuster, New York, NY.

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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.

• *Document on the World Wide Web (author/sponsor given but not dated):* Author (sponsor) n.d., *Title*, viewed date, website.

e.g. World Tourism organization UNWTO n.d., *Global Code of Ethics in Tourism*, viewed 21 November 2014, http://ethics.unwto.org/en/content/global-code-ethics-tourism.

**Please include DOIs in your references where it is possible.**

**Figures, graphs, tables** have to be inserted in their proper location in the text. They should be numbered consecutively in Arabic numerals and given a suitable caption located in the upper left corner of the figure, graph or table