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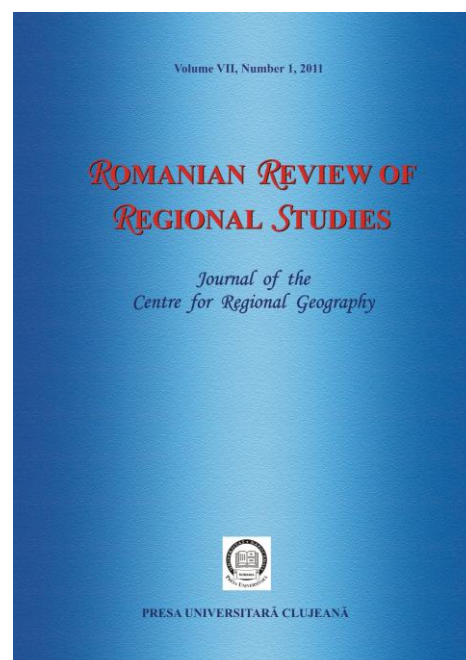
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GUIDE FOR AUTHORS

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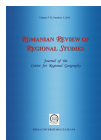
ABOUT THE JOURNAL

Romanian Review of Regional Studies (RRRS) (Rom. Rev. Reg. Stud.) is a peer-reviewed and open-access scholarly journal, edited by the Centre for Regional Geography since 2005. It is a semi-annual journal, published regularly both in print and online in June and December.

AIMS AND SCOPE

RRRS aims at promoting the exchange of ideas and experience between academics, researchers, and practitioners in the field of Regional Geography and other closely related fields.

Besides the many-sided, practical and theoretical approaches to geographical regions, seen as integrated, functional territorial entities with distinctive features and specific needs, the journal explores new ways to assess the territory, identify and analyse regions for planning purposes, look for best practices or failures to meet the practical needs, assist authorities and policy makers in finding solutions and viable development alternatives.



SUBJECTS COVERED

RRRS welcomes research articles, review articles, brief reports, conference announcements, book reviews tackling the following topics:

- analysis of regional disparities
- sectoral or integrated analysis of regions
- emphasis of regional peculiarities
- dynamics of territorial systems
- resilience of regional systems
- elaboration of strategies for sustainable regional development
- urban and regional organization and planning
- structure and function of landscapes
- innovative research on the issue of the *land/pays*-type of territories as geographical regions and mental spaces (such as the Romanian *țară*)
- clarification of terminology and concepts in the field
- GIS technology applied in Regional Geography

ABSTRACTING AND INDEXING

Academic Journals Database

CAB Abstracts

DOAJ

DRJI

EBSCO

EZB

Genamics JournalSeek

Index Copernicus

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GENERAL TERMS FOR PAPER SUBMISSION

The submission of an article for publication in **RRRS** implies the following:

- The article submitted for publication has not been published before, except in the form of abstracts or pre-prints that have not undergone full journal peer review, and it is not under consideration for peer-reviewed publication elsewhere.
- If part of the contribution has been already published in a book or a peer-reviewed publication or has been submitted for publication elsewhere, the author(s) must use bibliographic citation or a footnote to indicate the publication concerned. The paper will be accepted for publication as long as the respective content is used in the support of the

arguments raised in the article under consideration and do not simply repeat the same results and conclusions that have already published or will be published elsewhere.

- The corresponding (submitting) author accepts the responsibility for:
 - ✓ obtaining the consent of all co-authors to act as their agent
 - ✓ getting the approval of all co-authors before submitting the manuscript
 - ✓ signing the Author Statement form on behalf of all co-authors
 - ✓ submitting the manuscript and the Author Statement form on behalf of all co-authors
 - ✓ the whole correspondence during paper submission and review process
 - ✓ handling the revisions and re-submission of the revised manuscript up to its acceptance for publication
 - ✓ getting the approval of all co-authors for all revised and final versions of the manuscript
 - ✓ notifying co-authors about the status of the submitted manuscript
- Co-authors accept the responsibility for:
 - ✓ authorizing the corresponding author to be their spokesperson during paper submission and review process up to its acceptance for publication
 - ✓ authorship – each co-author must contribute significantly to drafting and revising the manuscript
 - ✓ approval – each co-author must agree all the content and must approve the manuscript to be published
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- The authors are aware that articles must be thoroughly researched and referenced.
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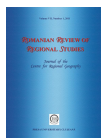
PREPARATION OF MANUSCRIPTS

1. PAGE SETUP

Manuscripts must be typewritten and single spaced according to the following format: **Microsoft Word**, Page Setup: Margins: Top 3.7 cm; Bottom 2.7 cm; Inside 3.0 cm; Outside 2.0 cm; Gutter: 0 cm; Orientation: Portrait; Mirror margins; Paper size: A4 (21 x 29.7 cm); Headers and footers: Different odd and even, Different first page; Header 2.5 cm; Footer 2.0 cm; Single space.

2. ARTICLE STRUCTURE AND FORMAT

All manuscripts must be edited **entirely in English** and should, generally, not be longer than 6,000 words (approx. 10 - 12 pages), including references.



Title (*Times New Roman 14 pts., bold, uppercase, centred*)

Title should be concise and informative (the recommended length is between 6 and 14 words) and must clearly reflect the content of the manuscript.

Full name of all authors (*Times New Roman 12 pts., regular, uppercase, centred*)

For each author, a **footnote** must be inserted which must include each author's scientific title, affiliation (institution), address of the institution, city, country, e-mail address

(*Times New Roman 10 pts., regular, justified*)

Abstract (*Times New Roman 10 pts., regular, justified; Paragraph - Indentation – Left by 1.25 cm*)

The abstract must be typewritten in English only. It must be **accurate** (contains only information included in the original paper), **logically structured** (summarizes the purpose, methodology, results and conclusions), **concise** (one paragraph of no more than 200 words) and **clear** (does not contain jargon, colloquialisms or acronyms that are not explained). It must not contain figures and references.

Keywords (*Times New Roman 10 pts., regular, justified; Paragraph - Indentation – Left by 1.25 cm*)

5-6 relevant words in English for indexing

Main body of text (*Times New Roman 11 pts., regular, justified; Paragraph - Indentation – Special - First line by 1.25 cm*)

The main body of the manuscript should be structured as follows: Introduction, Methods, Results and Discussion, Conclusion.

- The **Introduction** should clearly summarize the current understanding of the investigated issue (relevant research literature), briefly present the previous results and/or research shortcomings, state the purpose and the objectives of the research in the form of the hypothesis or research question(s), briefly explain the rationale and approach, the elements of originality and novelty, as well as the possible outcomes.
- **Methods.** This section should contain the description of the context and setting of the study, the research design, the explanation of the research methods and procedures used to carry out the research, what data and materials were used and how the data was analysed. Generally, it should offer enough information for the reader to understand and reproduce the research.
- **Results and Discussion.** Authors may use different titles and subtitles for this section in compliance with their research purpose and objectives. However, this section must follow a logical structure, based on logical constructions. It should concisely and objectively present the results and explain the key findings with respect to the research question; it should discuss the main results with reference to previous research on the respective topic and outline the various implications of the results.
- **Conclusions** should summarize and emphasize the answers to the research question(s) posed in the introduction and make clear how and why the results contribute to knowledge in the field (their significance for practice, theory, policy or further research). In addition, it should analyse the strengths and limitations of the study and indicate possible directions for future research. Conclusions **MUST NOT BE** a simple summary of the study or repeat the abstract.

Acknowledgments are optional. Authors are encouraged to briefly acknowledge any significant help and assistance with designing or conducting the research, with writing and proofreading the manuscript, with materials, comments or financial support. Acknowledgements may be made to individuals, institutions, funding bodies, etc.

References (*Times New Roman 11 pts., justified; Paragraph - Indentation - Special - Hanging by 1.25 cm*)

Romanian Review of Regional Studies follows a version of the Harvard citing and referencing style.

▪ ***In-text citations***

When citing sources in the text using this author-date referencing style, the author(s)/editor(s) family name is followed by the year of publication (in parentheses): (Popescu and Smith, 2015). For quotation or where a specific point in the cited reference is emphasized, authors are asked to write also the relevant page number(s): (Popescu, 2014, p. 5) or (Popescu, 2014, pp. 5-6).

▪ ***Reference list***

References at the end of the paper must contain an alphabetical listing of each reference actually cited in the body of the text. When a title is in language other than English, the translation into English must be provided between square brackets (see the *RRRS Article Template* below).

Appendices (*Times New Roman 10 or 11 pts., regular*)

Appendices are optional. In case additional materials (raw or processed data, extra photographs and maps) are considered essential to understanding the paper, appendices can be used to avoid burdening the main body of the text. Appendices must be numbered consecutively with Arabic numerals and must be referred to in the text as Appendix 1, Appendix 2, etc.

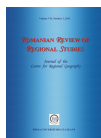
3. FIGURES, TABLES AND FOOTNOTES

In order to summarize data and visually illustrate the results and findings, figures and tables should be used.

Illustrations (graphs, charts, maps, drawings, photographs) must be both inserted in text, in the appropriate place, and supplied in electronic version, in JPG or TIFF format, at no less than 300 dpi. Illustrations must be clear, precise and legible. Authors are asked to remove any unnecessary boxes, lines, explanations, etc. and keep in mind Edward R. Tufte's *Principles of Graphical Excellence* laid out in his book *The Visual Display of Quantitative Information* (2007, p. 51):

1. Graphical excellence is the well-designed presentation of interesting data - a matter of substance, of statistics, and of design.
2. Graphical excellence consists of complex ideas communicated with clarity, precision and efficiency.
3. Graphical excellence is that which gives to the viewer the greatest number of ideas in the shortest time with the least ink in the smallest space.
4. Graphical excellence is nearly always multivariate.
5. And graphical excellence requires telling the truth.

All figures must be numbered consecutively using Arabic numerals and must be referred to in the text as Figure 1, Figure 2, etc. Figure titles must be provided as text, separated from the figure object



itself, and must be placed under the illustrations. In case the figures or the information in the figures was taken from other sources, the source must be indicated under the figure.

Black and white colour or grey shading is preferred for the print version of the journal. However, a small number of colour figures are also accepted in case legibility is affected. Figures can be published in full colour in the online PDF version of the journal. For this reason, authors must ensure that in the case of colour figures, colours chosen will reproduce well when printed in black and white.

Tables must be numbered consecutively with Arabic numbers and must be referred to in the text as Table 1, Table 2, etc. They should not repeat data available elsewhere in the text or figures. Table titles must be provided as text and placed above the tables. In case the information in the tables was taken from other sources, the source must be indicated under the figure.

Footnotes (*Times New Roman 10 pts, regular, justified*)

Footnotes can be used for additional information or explanations.

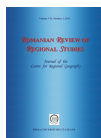
A MS Word template can be downloaded by following the active link and used for the preparation of the manuscript.

SUBMISSION OF MANUSCRIPTS

All authors interested in the subjects covered by **RRRS** are welcome to submit their research or review papers typewritten entirely in English, according to the above-mentioned editorial requirements.

Authors are kindly asked to:

- read the instructions carefully
- download and fill in the following [RRRS Article Template](#)
- meet the academic writing requirements (e.g. avoid colloquial language, use the active rather than passive voice wherever possible, omit contractions, avoid the overuse of conjunctive words or phrases, use in-text citations, etc.)
- make sure that the manuscript has an even number of pages (it is highly recommended)
- proofread the manuscript carefully:
 - ✓ check the compliance with editorial requirements
 - ✓ check the scientific credibility and the consistency of the presentation
 - ✓ check the English grammar, punctuation and spelling. Both American and British English are accepted, although British English is preferred. When choosing one of the above standards, its use must be consistent throughout the manuscript.
 - ✓ ensure that Romanian and foreign names have the appropriate diacritics
 - ✓ check whether all sources that are cited in the text appear in the reference list at the end of the paper and that any unpublished information or data cited within the manuscript are properly credited
- download the [Author Statement form](#), print the form and fill in the blanks
- submit the manuscript together with a scanned copy of the signed Author Statement form via e-mail to: cgr@geografie.ubbcluj.ro. The signed Author Statement form is mandatory.



PEER REVIEW PROCEDURE

All manuscripts submitted for publication are recorded, are assigned a manuscript identification number (*RRRS-reference number-submission date*) and undergo a **pre-review assessment** by the members of the editorial team.

Editors check the compliance of each manuscript with editorial requirements: whether the content fits the scope of the journal and is related to the subjects covered by the journal, whether the manuscript conforms to journal standards with respect to form, format and language and whether it meets the ethical and academic standards. At this stage, manuscripts can be rejected or accepted for peer review.

All accepted papers undergo a **double-blind peer review**, necessary for assessing the quality of scientific information, relevance to the field, appropriateness of academic writing style, compliance with the style and technical requirements of the journal, etc.

Reviewers are selected from the national and international members of the editorial and scientific board, as well as from other scholarly or professional experts in the field. They assess the manuscripts they receive, commenting and making recommendations by filling in a *Review Sheet* and by following the guidelines in the general obligations for referees.

After reviewers have submitted their comments and recommendations within **three weeks** of receipt, editors check the manuscripts once again and synthesize the reviewers' reports. This process leads to **acceptation in the present form**, **acceptation after minor changes**, **recommendation for major revision**, or **rejection** of the assessed manuscripts.

Generally, authors are notified by e-mail about the status of the submitted manuscript **within three up to four months** of submission.

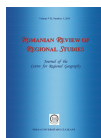
Editors reserve the right to make minor editorial changes to the submitted manuscripts, including changes to grammar, punctuation and spelling, as well as article format, but no major alterations will be carried out without authorial approval. In this case, the proof of the manuscript adjusted by editors will be sent by e-mail to the corresponding author before the article is published. Proofs should be checked carefully. Manuscript will be published after the final approval from the corresponding author.

If major revisions are necessary, the manuscript with the reviewers' and the editors' comments and recommendations is returned to the corresponding author so that she or he should make the proper changes. After the corresponding author has submitted the revised version, editors check once again the compliance with the reviewers' and the editors' queries.

The final editing process will lead to the final version of the manuscript. Manuscripts accepted for publication are included on the list of articles that are to be published in the following journal issues.

A manuscript is rejected if:

- plagiarism is detected
- the article has been already published in a peer-reviewed publication
- it represents only a preliminary and incomplete version of the article proper
- the content does not fit the scope of the journal and is not related to the subjects covered by the journal



- does not contribute to knowledge in the field
- does not meet the academic writing standards
- offensive or insulting language is used
- does not comply with the principles of research integrity as stated in the [European Code of Conduct for Research Integrity](#)
- it is written in poor English
- it is poorly structured and does not follow a logical structure (e.g. arguments do not flow, too many paragraphs repeating the same information, text very difficult to follow, use of a deliberately complicated writing)
- there is a lack of validity in the research material
- serious flaws in study design and deficiencies in interpretation are detected
- the corresponding author fails to resubmit the revised version of the manuscript after peer review

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After the article is accepted and published, all authors will have free online access to their article in PDF format. In addition, the corresponding author will receive a free hardcopy of the journal issue in which the respective article is published.

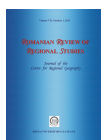
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