

## Guidelines for Submission

The Full Paper must be written in English within 12 pt Times New Roman, line spacing 1.5. The text should be justified. Full papers should be up to 5000 words in length excluding abstract and references. Margins: Top, Bottom, Left, Right: 3.0 cm.

Include page numbers and line numbers in the manuscript file. Use continuous line numbers (do not restart the numbering on each page). Before you begin, please prepare the following information:

### Title Page

- Presenting author's contact details
- Email address
- Full postal address
- Phone number
- Author and co-authors' details
- Full first and family name(s)
- Affiliation details: department, institution / hospital, city, state (if relevant), country

### Main Document Sections (sub-titles) (Times New Roman Bold -12 pt.)

Main sections should be like this format, respectively:

- **Title**
- **Abstract text – limited to 100 words**
- **Introduction**
- **Literature**
- **Methodology**
- **Conclusion and Discussion**
- **References**

### In-Text Citations

For citations with two authors, include both authors' names.

Example: (Ricardo and Lehmann, 1999)

For citations with three or more authors, list only the first author's name followed by et al.

Example: (Kim et al. 1999)

Cite references chronologically.

Example: (Chen et al. 1997; Scott and Rogers 1998; Isaacson 1999)

For multiple citations with the same first author, list single-author entries by year using 1996a, 1996b, etc.

Example: (Chen et al. 1996a)

### References

#### For an article in a journal

Taylor, M. and Enz, C. (2002), 'Voices from the Field GMs' Responses to the Events of September 11, 2001', *Cornell Hotel and Restaurant Administration Quarterly*, 43 (1), pp. 7-20.

**Book**

Engel, J. F. Blackwell, R. M. and Miniard, I. (1993), *Consumer Behavior. International Edition*, Orlando: The Dryden Press.

**Chapter in a book**

Zhao, J. ve Merna, K. (1992), 'Impact Analysis and the International Environment' İinde R. Teare and M. Olsen (Editörler), *International Hospitality Management: Corporate Strategy in Practice*, ss. 3-30, London: Pitman.

**Thesis/Dissertation – Unpublished/Print version**

Considine, M. (1986), Australian insurance politics in the 1970s: Two case studies, *Unpublished doctoral dissertation*, University of Melbourne, Melbourne, Australia.

**Internet**

Hürriyet (2003), 'Bankalar', [www.hurriyetim.com.tr/haber](http://www.hurriyetim.com.tr/haber) (24.10.2003).

UNO (2012), Charter of the United Nations (Preamble), <http://www.un.org/en/documents/charter/preamble.shtml>. (21.11.2012).