



Submission Guidelines

When preparing your manuscript, please comply with these basic guidelines for consistency in the format before submission:

- **Full paper** must not exceed 10,000 words, including table and reference, excluding appendix.
- **Short papers** should focus on the main ideas of the later full paper, i.e. they should explain the purpose of the paper, theoretical background, the research gap that is addressed, the approach taken, the methods of analysis (in empirical papers), main findings and contributions. Your short paper should comprise **around 3,000 words** (inc. references, appendices & other material).
- All papers must be submitted **in English**.
- All papers should include an abstract of max. 200 words.
- The format of the document must be word or pdf. Margins: 2.5 cm on all sides. Font size: 11-point Arial, double space.
- Tables, figures and images can be inserted either in the text or at the end of the paper.
- References must be listed alphabetically following APA style.

Guidelines and criteria for the submission of papers to the XVIII Iberian International Business Conference

- Upload **two copies of the paper** following the form prompts:
 - a. The first (**final**) **copy** will contain all the information related to the authors. In this version the first page must only include Title, author/s and contact information.
 - b. The second (**anonymous**) **copy** should be prepared for anonymous review (please do not include author information in this version of the paper).

FOLLOW THE INSTRUCTIONS BELOW TO COMPLETE THE FORM.

1. Enter your name + email address + affiliation, as submitter (main author).
2. Enter your paper's title - Click on the box and enter the title of your paper.
3. Add your co-authors. You can now add one or more co-author/s. To do so, click on 'Add co-author' and then enter her/his/their email address and affiliation.
4. Upload your final paper - Click on the box 'Select upload file or drop it here'. Upload your final paper file from your computer. Click on 'Submit your final paper'.
5. Upload your anonymous paper - Click on the box 'Select upload file or drop it here'. Upload your anonymous paper file from your computer. Click on 'Submit your anonymous paper'.

<https://encuestas.ugr.es/index.php/942216?lang=es>

For any inquiries send an email to sustainability@ugr.es