**EXTENDED ABSTRACT HEADLINE**

(TIMES NEW ROMAN, 13 FONT SIZE, BOLD, ALL CAPS, CENTERED)

Author’s Name and Surname1, Author’s Name and Surname2 (10 font size)

1 Organization, postal address and e-mail address

2 Organization, postal address and e-mail address

**GENERAL GUIDELINES**

Extended abstracts should be written according to the structure given below and including the following headings: **abstract and keywords, introduction, research methods, findings, discussion and conclusion. Headings of each section should be bold and capitalized.**

Extended abstracts shall be written in font Times New Roman, single line spacing and 10 font size. Extended abstracts can contain figures, tables and/or images. Page format should be A4 page size with margins 2.5 cm wide from the right, left, top and bottom. **Extended abstracts should be 3-5 pages including the references.** Pages should not be numbered.

***ABSTRACT:*** Abstract should be written with 10 font size, Tımes New Roman, justified, single line spacing.

***Keywords*:**This section should contain maximum 5 words that are written in 10 font size and separated with commas.

**INTRODUCTION**

The introduction section should

(1) present the scope and objective of the paper and state the problem,

(2) briefly review the pertinent literature,

(3) describe the methods, and

(4) provide an overview of the main results of the work.

**RESEARCH METHODS**

The research methods must be clearly stated and described in details.

**FINDINGS AND DISCUSSION**

The results and discussion of the work should be explicitly described and illustrated. Supporting figures, tables and images of the results (no more than two figures and two tables) may be included in the extended abstract.

All the tables, images and figures should be centred. Figures and images should be numbered and figure headers should be placed under the figure or image; as for the tables, they should also be numbered and the table header should be placed at the top.

Ensure that each illustration has a caption that comprises a brief title and a description of the illustration.

**CONCLUSIONS**

Conclusions should include

(1) the principles and generalisations inferred from the results,

(2) any exceptions to, or problems with these principles and generalisations,

(3) theoretical and/or practical implications of the work, and

(4) limitations of the research.

**REFERENCES**

References should be arranged first alphabetically and then further sorted chronologically if necessary (Tımes New Roman, 10 font size). More than one reference from the same author(s) in the same year must be identified by the letters 'a', 'b', 'c', etc., placed after the year of publication.

*Journal Paper*

Bititci, U.S., Mendibil, K., Nudurupati, S., Garengo, P. and Turner, T. (2006), “Dynamics of performance measurement and organisational culture”, *International Journal of Operations and Production Management*, Vol. 26 No. 12, pp. 1325-1350.

*Book*

Yin, R.K. (2014), Case Study Research: Design and Methods, 5th ed., Sage, Thousand Oaks, CA.

*Conference Proceedings*

Bititci U., Garengo P., Dörfler V., Nudurupati S. (2009), “Performance Measurement: Questions for Tomorrow”, *Proceedings of the Advances in Production Management Systems Conference*, 19-23 September 2009, Bordeaux, France.