TITLE OF PAPER IN ENGLISH

# (two lines at most)

Name Surname1, Name Surname 2

1Affiliation, email address, ORCID:0000-0000-0000-0000

2Affiliation, email address, ORCID:0000-0000-0000-0000

***Abstract:*** *This document presents a template for preparing the papers for SPIN ’25. We suggest your papers be prepared in the form of this template. Abstract should be between 100-150 words in length.*

***Key words:*** *Document, symposium, paper.*

**1. INTRODUCTION**

Papers should be written in Serbian or English. The paper should be typed in Latin script in MS Word. Page format is A4 (210x297mm). Use 5.2 cm margins top and bottom, 4.2 cm left and right, 3.8 cm header, footer 4.27 cm.

The maximum length of the paper is 8 pages, including text, images, tables, references, and other attachments. The maximum number of authors per paper is four. The paper should be submitted on the [Microsoft CMT system](https://cmt3.research.microsoft.com/User/Login?ReturnUrl=%2F), with registration first. Should you need any further information regarding the conference program, please do not hesitate to contact us at spin@fon.bg.ac.rs. When submitting the paper, it is necessary to clearly state which key topic is covered in the paper.

In the middle of the first page of the manuscript, after one blank line, write the title of the paper in English. Use font Calibri Bold 14 pt. For writing the authors' names, use Calibri Bold 12 pt, while for their affiliation names, email addresses, and ORCID IDs use Calibri 11 pt, also in the middle of the page.

The title and names of the authors are followed by an abstract and keywords in English, written in Calibri Italic 10 pt.

**2. SUBTITLES**

Subtitles should be written in Calibri Bold, capital letters, size 11 pt, as it is shown in this guide. Subtitles of lower hierarchical level should be written in Calibri Bold, sentence case, size 11 pt. Paper should be written with Single spacing and one space between paragraphs, left and right margins aligned (Justified). Use font Calibri 10 pt, which is used in this manual. Write equations numbered by the right edge, as:

 (1)

Show figures as in the following example, and preferably draw them in MS Visio. Make sure that the figures are within the margin and centered:



**Figure 1:** Figure title

Show the tables as in the following example. Make sure that the figures are within the margin and centered.

**Table 1:** Table title

|  |  |
| --- | --- |
| Period | Production per period |
| I | 20000 |
| II | 15000 |
| III | 18000 |

**REFERENCES**

References should be gathered together at the end of the main body of the text in alphabetical order, by authors’ surnames. Authors should follow the APA referencing style (7th edition). For direct quotation: Heizer and Render (2008) point out that ‘‘operations management is the set of activities that creates value in the form of goods and services by transforming inputs into outputs“. For indirect quotation: Operations management is the set of activities that creates value in the form of goods and services by transforming inputs into outputs (Heizer & Render, 2008).

1. Andersson, J., & Jonsson, P. (2018). Big data in spare parts supply chains: The potential of using product-in-use data in aftermarket demand planning. *International Journal of Physical Distribution & Logistics Management, 48(5)*, 524-544. <https://doi.org/10.1108/IJPDLM-01-2018-0025>
2. Heizer, J., & Render, B. (2008). *Operations management* (9th ed.). New Jersey: Pearson Education.
3. Hohepa, M., Schofield, G., & Kolt, G. S. (2006). Physical activity: What do high school students think?. *Journal of Adolescent Health, 39(3)*, 328-336. https://doi.org/101016/j.jadohealth.2005.12.024.
4. Vasiljević, D., Lečić-Cvetković, D., Đorđević Milutinović, L., Danilović, M., Cvetić, B., & Rakićević, Z. (2024). *Osnove operacionog menadžmenta.* Beograd: FON.

If any need occurs, please refer to the Publication Manual of the American Psychological Association (7th ed.), <https://apastyle.apa.org/products/publication-manual-7th-edition> for more information.