

World of Shipping Portugal, An International Research Conference on Maritime Affairs



Authors Instructions

Authors' Instructions

Please read the Authors' instructions presented below; their fulfilment will ease the peer review process. The purpose of nearly all writing is to communicate and to communicate well. Authors must consider both what they want to communicate, and to whom they hope to communicate. Write clearly and concisely, stating objectives and defining terms/assumptions. If English is not the author's native language, please look for help. The objective is to gather high quality research work that is seen as a reference for the international research community.

ABSTRACT / FULL PAPER FORMATS

Please use the 2019 WofSPortugal Abstract / Full Paper Templates. Templates can be found at the Conference Website. They are organised in a way to facilitate not only the peer review process but also your writing; Word formatting instructions, i.e. Styles, have also been defined. For further details on **Abstract and Full Paper Submissions** see below.

Length of Full Papers totals a maximum of 20 pages, including references.

REFERENCES

Citing sources strengthens the authority of an author's work, by demonstrating that he/she has considered others' opinions and ideas in forming his/her own. It gives the reader valuable information, indicating where he/she may go to get further information on that subject. For many researchers, the list of cited references at the end of a relevant article or book is the single most valuable item they can come across in their research. Accuracy in citing references is highly regarded, and essential in helping others locate the materials you used in your research.

Please follow the rules below:

- Citation of references in the text should consist of the author's last name and date of publication, without punctuation, enclosed within parentheses. For example '**According to Jones (1979)**' or simply **(Jones 1979)**. Also, they should be inserted before punctuation or at a logical break in the sentence.

- If more than one citation is used, please separate them with semicolons, and list them alphabetically. For example (**Boston 1981; Brown 1980**).
- If a direct quote is used, please introduce the page number as ‘**p.32**’.
- Use **et al.** for works by more than two authors. For example ‘**Cockburn et al. 1995 have found that**’
- If two or more works by the same author are used and have been published in the same year, please distinguish them by placing a, b and so forth after the year. For example (**Carr 2000a; Carr 2000b**). In the reference list provided in the end of the paper, they should be listed as follows:
 - **Carr, N. G. 2000a. Hypermediation: commerce as clickstream, *Harvard Business Review* 78(1), pp.46-47.**
 - **Carr, N. G. 2000b. *Business and the internet*. Boston: Harvard.**
- List alphabetically all the references used in text body of your paper.
- In presence of legal cases, the name of the case is italicised and the year is placed in brackets as follows “***The State of New South Wales v. The Commonwealth (1915) 20 CLR 54***”. For specific page reference use the word ‘at’ instead of ‘p.’ as follows “***Greutner v. Everard (1960) 103 CLR 177 at 181***”. Legal cases are only to be included in the reference list if they are important to understand the work carried out. In this case, it is recommended to list all cases separately under a “**Cases**” subheading.

The following guidelines should be used when listing references at the end of the Paper:

1. Books

Kotler, P. (1997). *Marketing Management: Analysis, Planning, Implementation and Control*. Upper Saddle River, NJ: Prentice Hall.

2. Chapter in a Book

Buckley, P.J. and Casson, M. (1986). A theory of cooperation in international business, in: Contractor, F.J. and Lorange, P. (eds) (1988) *Cooperative Strategies in International Business - Joint Venture and Technology Partnerships Between Firms*. Lexington, Mass: Lexington Books, pp.31-53.

3. Article in a Journal

Ang, L. and Taylor, B. (2005). Managing customer profitability using portfolio matrices, *Journal of Database Marketing & Customer Strategy Management* 12(5), pp.298-304.

4. Conference Proceedings

Asakura, Y., and Sasaki, T. (1990). Formulation and feasibility test of optimal road network design model with endogenously determined travel demand. *Proceedings of the 5th World Conference on Transport Research*, Yokohama, Japan, July, pp.351-365.

Wang, R. and Ying, S. H. (2002). Internet marketing management in the B2B e-business. In: Xia, G. P. ed. *Proceedings of the sixth China-Japan international conference on industrial management*. Xian. China: China Aviation Industry Press. pp.386-390

5. Report

European Commission (2004). *First report on the implementation of the internal market strategy 2003-2006*. Luxembourg: Office for Official Publications of the European Communities.

Tan, H., Gershwin, S., and Athans, M. (1979). *Hybrid optimization in urban traffic networks*. MIT Report Dot-TSC-RSPA-79-7. Cambridge, MA: MIT Press.

6. Unpublished literature

Yang, H., Bell, M. G. H., and Meng, Q. (1997). Equilibrium zone reserve capacity under network capacity constraints. Working paper, The Hong Kong University of Science and Technology.

7. Unpublished PhD Thesis

Garcia-Sierra, A. (2000). *An investigation into electronic commerce potential of small to medium-sized enterprises*. Unpublished PhD Thesis. Cardiff University.

8. MIMEO

Bond, S. A., Hwang, S., Lin, Z. and Vandell, K. (2005) Marketing Period Risk in a Portfolio Context: Theory and Empirical Estimates from the UK Commercial Real Estate Market. Cambridge, UK: Department of Land Economy, University of Cambridge (mimeo)

9. Newspaper / Magazine

Smith, A. (1996). Labour ditches plans to re-regulate buses. *Financial Times*, 30 December.

10. Web document

Thompson, B. (2006). *Why the net should stay neutral*. [WWW] <URL: <http://news.bbc.co.uk/1/hi/technology/4594498>> [Accessed 17 February 2006.]

11. CD-Rom

Ward, M. 1997. Business in space. *New Scientist on CD ROM* Vol. 154 No. 2083 Inside Science [CD ROM]

12. Speech

Blair, A. (2003) Britain in the World. Speech to FCO Leadership Conference. London, 7 January.

13. Legal Cases

The State of New South Wales v. The Commonwealth (1915) 20 CLR 54

EQUATIONS, TABLES AND FIGURES

About Equations:

Equations should be written with the same word processor (MS Word) as the rest of the text;

Hand-written symbols and notation(s) should be avoided; and

Equations must be numbered sequentially with their numbers in parentheses and right justified.

About Tables and Figures:

They are to be numbered sequentially and must have an explanatory title aligned center above the table.

They should be referred to in text as follows: Figure 1, Table 1. Example: '**As seen in Table 1 (Figure 1 or Graph 1)**'. Do not use abbreviations such as Tab., fig. or Fig.

Introduce Tables and Figures where appropriate so make the paper review and reading easier.

Introduce source of data. This must be aligned centre below the Tables and Figures.

STYLE

Please use **UK English** spelling throughout the paper, i.e. harbour not harbor. Use the Concise Oxford English Dictionary as a guide.

Clearly explain or avoid terminology that may be meaningful only to a local or national audience.

Use single **'quotes'** for quotations instead of double "quotes" unless the 'quote is "within" another quote'.

Punctuation should follow the British style, e.g. **'quotes precede punctuation'**.

All abbreviations/acronyms used in the abstract and/or text should be spelled out the first time they are introduced. Thereafter abbreviations/acronyms can be used if appropriate.

Numbers in text should take the following forms:

- For number above ten write 300, 3000, 30000.
- Spell out numbers equal or below 10 unless used with a unit of measure. For example nine pupils but 9 mm.
- For decimals, use the form **0.04** not **.04**.

The **'&'** should not be used except for publisher's names.

