



Approved

Editor-in-chief Grigore Belostecinic
Professor, Dr. Hab., Academician, Rector of ASEM

Regulation on publication requirements of “Economica” scientific and didactic journal

The “Economica” scientific and didactic journal, evaluated and classified by the CNAA of the Republic of Moldova in category “B”, is a bilingual publication (Romanian and English) published quarterly by the Academy of Economic Studies of Moldova according to its Statute and the requirements presented in the “**Regulation on evaluation, classification and monitoring of scientific journals**”, approved by the CC Decision of ANACEC no. 6 of December 18, 2018, completed and amended by the CC Decisions of ANACEC no. 72 of 27.10.2020 and no. 15 of 27.04.2021.

The publication does not charge authors for the submission, processing and publication of articles.

“Economica” is an academic journal with free (open) access, being available to readers in the Republic of Moldova both on paper and online on the website www.ase.md, including local and foreign researchers, with Open Access through the following prestigious international databases and catalogues in which the Journal has already been included: the National Bibliometric Instrument (IBN); Directory of Open Access Journals (DOAJ); Index COPERNICUS; Electronic Journals Library; Open Academic Journals Index (OAJI); General Impact Factor; Global Impact Factor.

The Journal publishes analysis, scientific research in the field of economic and business administration, and from 01.01.2022 it will have two sections:

1. *Economy, Business and Administration;*
2. *Finance, Accounting, Economic Analysis and Informatics.*

Formatting requirements for scientific materials proposed for publication

Presentation form: paper size (A4) and digital support;

Languages – Romanian, Russian, German or French with mandatory translation into English;

Font – Times New Roman, 12 pt, spacing 1,5 – 2; page sizes – A4; margins up, down, right, left – 2,5 cm. The words, which the author wishes to emphasize, are printed at an incline.

Authors – first name, last name, scientific title, didactic degree, organizational affiliation, profession, address, e-mail, mobile or landline number;

Length – 6-8 pages for PhD students; up to 9 pages for university lecturers; up to 12 pages for Professors, PhD, and up to 15 pages for Dr. Hab.

Structure:

1. **Title of the article** – up to 15 words, on one or two lines – should be clearly stated, informative and reflect the content of the article;

2. **Abstract** (summary) – min.100 - max.130 words, - should render the basic elements and results of the article;

3. **Keywords** – min. 5 – max. 8 words, - to express the essence of the work;

4. **JEL classification** (see Internet: JEL classification) – 1-3 indices;

5. **Chapters:**

5.1. **Introduction** – should render, in general, the topicality of the investigated theme, specifying its purpose in hypotheses;

5.2. **Research Methodology: methods and techniques** – highlight the applied research methods, the ways of data selection and processing;

5.3. **Results obtained and discussions** - is the most important and voluminous part of the paper. Here, the results of the research will be presented in a logical, clear and succinct order; the unjustified use of language imports will be avoided, when there are corresponding terms in Romanian; the terminology recognized in the field will be used; a clear distinction will be made between own results and those of other researchers (which must be cited accordingly). *Abbreviations, acronyms*, even if they were deciphered in the abstract, will be explained at their first appearance in the text.

Figures, graphs and tables must be on a single page, clearly executed, and the information included must be entered simultaneously in both languages. The title and number of the tables are shown above and the title and number of the figures below. Immediately below the tables and figures, the source will be mentioned.

In the text of the paper, in the place where the references are made, the number of tables and figures shall be indicated, in round brackets, such as: (fig. no. 1); (table no. 2), etc.

5.4. Conclusions – should be presented clearly, concisely, well argued, emphasizing the importance of the results.

6. Bibliographic references – should contain a list of all computer sources used. In the text of the paper, all bibliographic references, numbered in the order in which they are quoted in the paper must be quoted, according to a unified manner, according to the standards accepted by ANACEC. The list is also allowed to be structured by the language of the sources used, and dictionaries, encyclopaedias, legislative acts and other types of publications can be grouped separately. Important, the greatest part of bibliography, must consist of bibliographic references published in the last 3-4 years.

Articles that do not comply with all the requirements included in this Regulation will not be accepted for examination. These will be returned to the authors before being submitted to peer-review.

Edition schedule: end of the months of March, June, September, December.

The deadline for article presentation in the ASEM Editorial and Polygraphic Office of ASEM (office – 502 “B”)

No. 1 – January 1st – February 25th;

No. 2 – April 1st – May 25th;

No. 3 – July 1st – August 25th;

No. 4 – October 1st – November 25th.

Also, the articles should be accompanied by 1-2 references signed by a specialist in the respective field, but, at the decision of the editorial Board members, the materials will be approved, confidentially, according to the “procedure on analysis and qualitative evaluation (peer-review) of the materials presented for publication in the Journal “Economica”. The articles presented by PhD students must be accompanied by a written recommendation on the content of the paper, from persons with PhD, qualified specialists in the field.

The papers, which do not correspond to the themes of the Journal, to the requirements regarding the scientific materials included in this Regulation, as well as those that have been negatively approved, or which, according to the similarity report, will be considered suspicious, will not be published.

Upon submission of the articles, the authors shall submit a **Statement**, on their own responsibility, that the materials in question have not been submitted for examination to other publications and are not plagiarized (or self-plagiarized), assuming full responsibility and accepting that the Journal “Economica” is exempt from any charge of copyright fraud. At the same time, the Journal reserves the right to check the content of the submitted works through a **Plagiarism detection software: www.sistemantiplagiat.ro**, also used by other prestigious institutions in the international academic space. Also, the authors will mention in the Statement the **ORCID identifier number** and list (if they have) the publications in **WoS** or **SCOPUS**.

The editorial board of the Journal, after the completion of the review, editing, correction procedures, will place in front of the summary the **identifiers of CZU, DOI and ORCID**.

Note 1: Tables and figures (made in black and white) should only be presented in one variant, but in both languages (delimited by slash).

Photos or scanned images are not allowed so as to have access to the content of the charts, schemes, etc.,

Note 2: After the approval of the Journal Content by the Editorial Team, the authors who wish to have one or two printed copies, announce the editorial secretary of the journal (to be included in the circulation) and pay to ASEM Accounting office the calculated and fixed amount at the beginning of each calendar year.

Subsequently, the authors will pick up the paid copies, according to the payment receipt from the “Material warehouse” of ASEM.

Regulation made by the Editorial Team of the ECONOMICA journal.

“Economica” e-mail: economica@ase.md

Additional information: Mrs. Valentina Namolovan, Vice-Editor-in-chief,
022 402-936, 068-79-89-70;

Mrs. Vera Chiruta, Editorial Secretary, 022 402-886.

Vice-Editor-in-chief

Valentina Namolovan

17.01.2022

