

# Journal "Човешки ресурси & Технологии = HR & Technologies"

## Technical Requirements

Articles proposed for consideration must meet the following technical requirements:

1. Manuscripts written under Word for Windows, font Times New Roman, size 12 pt, line spacing 1.5 lines.

2. Size of tables and diagrams not larger than A4 format. The numbering of tables and diagrams should be consistent in the text of the material. Graphic images must be editable.

3. Size of the white margins on the page in centimeters - (top - 2.5, bottom - 2.5, left - 2.5, right - 2.5).

4. The title should be written in capital letters and without abbreviations (Times New Roman font, size 14 pt; line spacing 1.5 lines; Bold – Centered; space/distance after paragraph = 8 pt).

5. To the left, after the title, enter a classification index according to the JEL (Journal of Economic Literature) classification.

6. Manuscripts must include, after the title, abstract (up to 15 lines) and keywords. The abstract and keywords must be in Bulgarian and English (for articles in Bulgarian) and only in English, for articles submitted in English.

7. The description of the sources used, and the citation in the text is done according to Harvard short reference system. The sources are cited at the end of the manuscript, under the heading "References". Cited sources that are in Cyrillic, must be transliterated, according to the Transliteration Act, State Gazette no. 19 of 2009. You can use this tool: <https://slovoed.com/transliteration/>.

8. Footnotes are not recommended unless absolutely necessary. If it is necessary to use the so-called "Notes", they should be indexed in Arabic numerals and explained at the end of the article, before the list of references.

9. The materials should be without any handwritten additions and strikethroughs, in good Bulgarian, respectively English, in DOC and PDF format.