

Proceedings of DEA Conference:

Guidelines for manuscript preparation

Please see the following guidelines and send your manuscript no later than 30th September 2015 to a.emrouznejad@aston.ac.uk.

Guidelines for authors on preparation of manuscripts for Proceedings of the DEA Conference

1. Prepare the manuscript using the attached template and make sure to rename the file with the surname of the first author; for example: "mysurname.doc"
 - Last date of submission: September 30, 2015
 - Send your word file to: a.emrouznejad@aston.ac.uk.
 - If you have already uploaded your paper to easy-chair please resend the file in word format, we DO NOT accept PDF.
2. Abstract should be one paragraph only and maximum length of abstract: 200 words
3. Paper should not exceed 6 page including references / tables / figures and appendix
4. Please DO NOT use all UPPERCASE, anywhere, unless for acronyms/ abbreviations, specially author names/ address/ title of the paper, headings, subheadings should NOT be all UPPERCASE.
5. Do not alter margins (right-left-top and bottom margins should be kept as in the template).
6. For decimal places, use "." (Do NOT use ",")
7. Tables: Number tables consecutively throughout the manuscript. Each table must include a descriptive title and headings for columns and rows. Align numbers in columns by decimal. Tables must be in an editable format.
8. Figures: Number figures consecutively throughout the manuscript. Each figure should include a title or a caption.
9. Do not include page number.
10. For references use the following format.

Charnes A., Cooper W.W., Rhodes E. (1978) Measuring the efficiency of decision-making units, *European Journal of Operational Research* 2 (6): 429-444.