**TEMPLATE FOR PREPARATION OF ARTICLES**

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**Abstract**

An abstract is a short summary of research paper. Abstract reflects contents of article, gives prompt description of a scientific problem, main results and brief conclusion of the study. General description of topic should be avoided. Abstract should consist of a single paragraph, should contain description of problem, methods and main results of the research (c. 6-7 sentences, maximum 200-250 words). It should be formatted with single column, spaced 1.0 lines, in 9 point Times New Roman font.

**Key words:** one, two, three, etc. (maximum 6 items).

**Introduction**

This template should be used in preparation of articles for the international scientific conference ‘Research for Rural Development 2024’. The advisable structure of the article: title, name, surname of the authors, organization, corresponding author's e-mail address, abstract, key words, introduction, materials and methods, results and discussion, conclusions, acknowledgements (if needed), references. The paper can be rejected or given back for corrections if structure of the paper is other as demanded. The main text should be formatted with two columns, use single line spacing and justify the text.

The papers must be peer reviewed before submission. Two critical reviews have to be submitted together with the manuscript. Reviewers must be holders of Dr. degree; reviews given by professionals which are not Dr. degree holders will not be accepted. Similarly, reviews given by doctoral students’ own supervisors will not be accepted either. If there are several authors from the same institution submitting papers to the same volume, they will not be accepted as reviewers to each other’s papers. If there are substantial comments or corrections, the papers must be corrected by the authors. Answers to the reviewers’ comments also must be submitted together with the corrected copy of the manuscript.

The advisable number of pages (A4) is 7 including tables, figures and references (minimum is 4, maximum is 8). The article should be prepared in English (preferably British spelling). Prior to submission to the Scientific Committee manuscripts must be checked for correct language. Manuscripts showing serious shortcomings in layout/formatting will not be accepted for publication.

The title of the article should be in all caps, 12 pt, centered, bold and should have a maximum of 15 words. Skip one line and continue with the names of the author(s) in the format: name, surname etc. Names and surnames of authors should be in 10 pt font size, bold and left-align.

On the next line type the name of the institution and country. If there are authors from more than one institution, number them progressively (superscript) and repeat this number next to their address (see example in this document). Please do not use diacritical marks for names and organizations.

On the next line type the corresponding author's e-mail address.

Then skip one line. Abstract and key words text – 9 pt with words ‘abstract’ and ‘keywords’ in bold.

**Materials and Methods**

The section headings should be written in lower case letters and not in capitals, size 10 pt, left-align. There will be mainly one level of headings permitted. If you extremely need two levels of heading, the second level heading should be written using Times New Roman, italics, size 10 pt, left-align. Footnotes should be omitted. Put the information in the text in parentheses.

Put only Latin biological names in *Italics*. If you are going to use the common name of plant species, please give the respective Latin name in parentheses at first mentioning. Use single (‘...’) instead of double (“...”) quotation marks. For symbols and international characters, use the ‘Insert/Symbol’ option (for example: temperature °C).

Leave a blank line between sections.

**Results and Discussion**

For tables, use font ‘Times New Roman’, regular, 10 points. Tables must be numbered; numbers have to be right-aligned above to the title (centered) of the table.

Arrange them according to following system: use the ‘Table/Insert table’ and not ‘Table/Draw table’ option; primary column and row headings should start with an initial capital, secondary headings without initial capital, left-align all headings; notes should be referred to in the table by superscript letters. Do not use double lines in tables. Write tables in one column if necessary.

Figures should be referenced in the text as ‘Figure 1’ (without quotes). Figures can also be used in colours. Graphs, drawings etc. should be considered as figures; figures must be numbered, number and title have to be written under the figure and centered. Preferably give figure legend after the title, do not use borders for legend area, and do not use borders and shadings in background of the charts.

Photographs should be added as JPG image compression files. In order to achieve the best quality of the final look of the article it is recommended to supply all figures electronically in separate files.

Only SI units and abbreviations should be used. Abbreviations should be explained when they first appeared in the text. If a non-standard abbreviation is to be used extensively, it should be defined in full. Isotopes should be indicated as 14C, 32P etc.; ions should be mentioned as H+, Mg2+, etc. For molar concentration italic M should be used. Write measurement units as scientific notations (use kg ha-1 and not kg/ha). In numbers, use the ‘full stop’ decimal separator (for instance: 5.75) instead of ‘comma’. Use ‘comma’ for thousands etc., e.g. 1,230.4 (one thousand two hundred thirty and four tenth) instead of 1230,4. Where a number does not refer to the unit of measurement or the number begins a sentence it should be spelled out, except when it exceeds one hundred.

Table 1

# Title

|  |  |  |  |
| --- | --- | --- | --- |
| Title | Title | Title | Title |
| … | … | 1 | 0.01 |
| … | … | 2 | 0.02 |
| … | … | 3 | 0.03 |
| … | … | 4 | 0.04 |

Use ‘MS Equation’ for writing formulas. Formulas should be numbered (1), (2), (3) etc. and referred to in the text according to their numbers.



Figure 1. Digital tools using for online meetings.

Use mainly scientific papers, monographs and similar for citation. Avoid using text books and popular articles. For single reference within the text, use the format (author, year); for one or more references use ‘(author, year; author, year)’; please, use parentheses (round brackets) only. All sources quoted in the text should be listed in the list of references at the end of the paper. Do not use reference style ‘[1, 4]’. If work has two authors, name them both using the ampersand between the authors’ last names: (Kalnins & Berzina, 2021); when citing a work by three authors: (Alksne, Daukste, & Baldere, 2022). If a work has four or more authors, write only the first author’s name followed by *et al*. in parentheses: (Gailitis *et al*., 2020). When parenthical citation includes two or more works, arrange them alphabetically, as they would appear in the References, separated by semi-colons: (LR Veselības Ministrija, 2018; Pauksts, Rungis, & Veveris, 2016; Teteris *et al*., 2017). If parenthical citation includes two or more works by the same author, arrange the dates in ascending order: (Berzins 2001, 2012, 2013). If there are authors with the same last names, use first initials with the last names in parentheses: (E. Jansons, 2011; K. Jansons, 2017).

For the list of references use ‘Times New Roman’ size 10 pt. References are listed first alphabetically and then chronologically.

This document describes standards for preparing the references in the APA style. Please provide all the required elements in the references to your paper. Please pay attention to spelling, capitalization and punctuation. Accuracy and completeness of references are the responsibilities of the author. Before submitting your article, please ensure you have checked your paper for any relevant references you may have missed. The each reference should be described according to example on References section given below (see also the document Sample for Authors on References). Examples of how to make a reference can be found in the mentioned document which contains the detailed instructions on citing books, journal articles, newspaper articles, conference papers, theses, Web pages and others.

**Conclusions**

1. This section is an important part of a scientific paper; it provides the reader with a conclusion while reminding them of the article's content and key findings.
2. Conclusions are written as theses and numbered.
3. Do not use references to literature in this section.

**Acknowledgements**

If references to grant support are cited, write out complete names of the funding agencies. This section is optional.

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