**GUIDE FOR AUTHORS**

**Title.** Brief, informative. Titles should be used in information-retrieval systems. Avoid abbreviations and formulae should be avoided if possible.

**Author names and affiliations**. State the given name(s) and family name(s) of each author and check that all names are correctly spelled. You can add your name between parentheses in your own script behind the English transliteration. Indicate the authors' affiliation addresses (where the current work was done) below the names. Point all affiliations with a lowercase superscript letter immediately after the author's name and in front of the appropriate address. Give the e-mail address and ORCID number of each author. Options for display of authors’ ORCID iDs:

* the iD icon followed by the full iD URI, hyperlinked to the iD URI, with the https scheme:
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**Corresponding author.** The person who will handle correspondence at all stages of refereeing and publication, post-publication should be given. This responsibility includes answering any further questions about methodology and data. Provide up to datee-mail address and contact details of the corresponding author.

**General points**

* make sure you use uniform lettering and sizing,
* preferred fonts: Times New Roman 12, interline: single, space after 8 points, text justified,
* spacing between every new part - 24 points,
* margins: 2.5 cm upper, lower, right and left, A4 size, please use the attached form,
* number all illustrations in accordance to their sequence in the text,
* use logical titles for figures and tables,
* reference figures and tables in text,
* please note that individual figure files larger than 10 MB must be provided in separate source files,
* number of pages of the article: 10-12.

**Subdivision** - **numbered sections**. The article should be divided into precisely defined and numbered sections. Number the subsections 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (do not use numbering for abstract). Use this numbering also for internal cross-referencing: do not just refer to 'the text', instead use “…as discussed in 1.1…”. You can give a short heading for every subsection. Put each heading on its own separate line.

**Table 1.** Font sizes of headings

|  |  |  |
| --- | --- | --- |
| Heading level | Example | Font size and style |
| Title | **Instruments** | 16 point, bold, centered spacing after 24 points, single interline |
| 1st level | **Introduction** | 12 point, bold, spacing single, space after 8 points, text justified |
| 2nd level | **2.1 Area** | 10 point, bold, spacing single, space after 8 points, text justified |
| 3nd level | **Case Study** | 10 point, bold, spacing single, space after 8 points, text justified |
| 4th level | *PLL LOT* | 10 point, italic, spacing single, space after 8 points, text justified |

**Table and figures**

Your data may be presented as tables or figures. Tables and figures give the actual and current data. It is essential that no illustrations duplicate the information described elsewhere in the manuscript. Figure and table legends must be self-explanatory. Precise symbols and data sets which are easy to distinguish should be used. You may use color in photographs and figures in papers submitted to online version of the journal, for printed issues please add duplicate figures in black and white.

**Figure 1.** Title

Source: [Van der Joog, Hanny, Lapton 2010]

**Table 1.** Title

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Traffic in RPKS** | **2015** | **2016** | **2017** | **2018** |
| **Sea transport** | **10.8** | **16.7** | **15.8** | **18.5** |
| **Rail transport** | **13.6** | **12.2** | **31.0** | **32.0** |
| **Air transport** | **2.0** | **3.7** | **6.6** | **7.9** |

Source: [Canoo Research DK 2018]

Format: 10 Times New Roman, interline, single, space after 8 points

**Electronic formats**

Regardless of the application used, when your electronic article is ready, you should 'save as' title.doc or title.docx. Convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

* PDF: Vector drawings. Embed the font or save the text as 'graphics'.
* TIFF or JPG: Colour or grayscale photographs (halftones): use a minimum of 300 dpi or bitmapped line drawings: use a minimum of 1000 dpi or combinations bitmapped line/half-tone (colour or grayscale): a minimum of 500 dpi is required.

File which resolution is too low cannot be added.

**Citation in text.** To limit own quoting, the author is limited to the maximum of two own bibliographic items. The vast majority of the literature used should be the publications of noted authors, i.e. literature of global significance. Domestic literature should be as minimal as possible.

Each reference cited in the text must be included in the reference list (and vice versa). Give any references cited in the paper in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list, they should follow the standard reference style of the journal and include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item was accepted for publication.

**Text:** All citations in the text should refer to:

1. Single author: the author's name (without initials, unless there is ambiguity) and the year of

publication;

2. Two authors: both authors' names and the year of publication;

3. Three or more authors: first author's name followed by 'et al.' and the year of publication.

Citations may be made directly (or parenthetically). Groups of references can be listed either first alphabetically, then chronologically, or vice versa. Examples:

„quoted text” [Kowalski 2017].

quoted text [Kowalski 1995, 2016a, 2016b; Krupski and Paleari 2015]…. or, as presented Kramer et al. [2010].

**List:** References should be arranged first alphabetically and then categorized chronologically if necessary. More than one reference from the same author(s) in the same year must be identified by the letters 'a', 'b', 'c', etc., placed after the year of publication.

**Examples:**

Reference to a journal publication:

Van der Joog, P., Hanny, J.P.J., Lapton, D.A., 2010. *The new public transport in USA*. Journal Science Urban 163, pp. 51–59. https://doi.org/11.1416/j.Sc.2010.02372.

Reference to a journal publication with an article number:

Van der Joog, P., Hanny, J.P.J., Lapton, D.A., 2018. *The new public transport in USA*. The Urban Transport 19, e00205. https://doi.org/10.1016/j.urban.2018.e00205.

Reference to a book:

Sprank Jr., D., White, D.B., 2010. *The Elements of Transport*, fourth ed. Longman, New York.

Reference to a chapter in an edited book:

Mealight, A.R., Aday, C.B., 2004. *How to prepare an electronic version of your article*, in: Janoes, R.F., Seeth, G.Z. (Eds.), *Introduction to the Transport*. Macmillan Publishing Inc., Tokyo, pp. 221–234.

Reference to a website:

Canoo Research DK, 2018. Cancer statistics reports for the DK. http://www.canooresearchdk.org/aboutcanoo/statistics/canoostatsreport/ (accessed 13 March 2019).

Reference to a dataset:

Oduro, P., Seeo, P., Look, P., 2005. Data for Polish dghuixk. Mendeley Data, v1. https://doi.org/12.17622/xw598n839r.1.

**Reference style**. Harvard style. Users of Mendeley Desktop can easily install the reference style for this journal by clicking the following link: http://open.mendeley.com/use-citation-style/.

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**Instruments used in marketing research carried out by transport companies**

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**Abstract:** Ertyuiop[;lnbvcxzswertyui ertyuiop[[‘;lknbvcxdftyuioplkjbvdertyuiopkjhgfdxcvbnmnb fdert ertyuiopxcvbnm,.yuijnbvcdrtyuikjnbertyuio fghjkl; er6789xcvbnm dfghjk efghjkl aaaaaaaaaaaaaaaaaaaaaaaaaaaa wertyuiop[asdfghjkl; sdfghjkl xdfghjk xcvbnm, rtyuio dfghjkl, D4567890 sdfghjk rtyuiop ertyui 34567890cdfghj sdfghjkl 4567890 dfghjkl; sdfghjkl dfghjk dfghjkl xcghjkl 4567890 dfghjkl sdfghjkl, sdfghjk fghjkl; asdfghjkl ertyuio dfghjkbv dfghj ertghj. Dertyuio sdfghjk ertyuio poiuytre kjhgfds mnbvcx. Dd sdfghjk wertyuio edfghjk ertyuiop[[‘;lknbvcxdftyuioplkjbvdertyuiopkjhgfdxcvbnmnb fdert ertyuiopxcvbnm,.yuijnbvcdrtyuikjnbertyuio fghjkl; er6789xcvbnm dfghjk efghjkl aaaaaaaaaaaaaaaaaaaaaaaaaaaa wertyuiop[asdfghjkl; sdfghjkl xdfghjk xcvbnm, rtyuio dfghjkl, D4567890 sdfghjk rtyuiop ertyui 34567890cdfghj sdfghjkl 4567890 dfghjkl; sdfghjkl dfghjk dfghjkl xcghjkl 4567890 dfghjkl sdfghjkl, sdfghjk fghjkl; asdfghjkl ertyuio dfghjkbv dfghj ertghj. Dertyuio sdfghjk ertyuio poiuytre kjhgfds mnbvcx. Dd sdfghjk wertyuio edfghjk sdfghjk, dfghjk. Dfghjkl 4567890- dfghjk.

**Keywords:** transport, region, enterprise, terminal

**JEL**: Number according to <https://www.aeaweb.org/jel/guide/jel.php?class=G>

1. **Introduction**

This is opportunity to convince readers that the Author knows why research is needed and deserved to be published. Therefore, the main thematic outline, which is in line with the journal’s program line, should be defined at the beginning. Introduction must be organized from general to particular point of view, leading readers to their goals when writing this article. The introduction should be short, concise and precise. You cannot present results, discussions or summaries.

In the introduction, the author should answer the following questions:

* what did you/others do? why did you do it?
* what problem should be solved?
* are there any solutions?
* which one is the best?
* what is its main limitation?
* what do you aim to achieve?

In the final part of the introduction, the research goal and general hypothesis or main and detailed hypothesis must be given.

1. **Methodology and theory**

Give adequate details to allow the work to be reproduced by an independent researcher. Summarize methods that are already published should be summarized and indicate a reference. If you quote directly from a previously published method, use quotation marks and cite the source. Any changes to current methods must also be given.

A Theory section should extend, not duplicate, the background to the article already dealt with in the Introduction and lay the foundation for further work. If you conducted original marketing research, describe the research methodology (where?, how?, sampling?, possible research problems?), what was the study supposed to bring to the article? In contrast, a calculation section represents a practical development from a theoretical basis.

1. **Results**

Include only clear and brief results.

The most important conclusions include:

* aaaaaaaa Acccc cfffff,
* bbbbbbb,
* cccccccc,
* ddddd
* eeeee.

Such conclusions are based on original research.

1. **Discussion**

This should research the importance of the results of the work, without repeating them. A combined Results and Discussion section is appropriate. Try not to include extensive citations and discussion of published literature.

1. **Conclusions**

The main conclusions of the study may be presented in a short Conclusions section, which can stand alone or form a subsection of a Discussion or Results and Discussion section**.**

**Acknowledgements**

Put acknowledgements in a separate section, at the end of the article, before the references and do not include them on the title page, as a footnote to the title or otherwise. The people who helped in the research (e.g. helped with language, writing and proof reading the article, etc.).

In this section you may point the sources of funding for the research. You should acknowledge the help of all those who contributed to the article (e.g. gave comments, suggestions).

List funding sources in this standard way to facilitate compliance to funder's requirements:

Funding: This work was supported by the National Institutes of Transport [grant numbers xxxx, yyyy]; The Max & Yeld Gates Foundation, Warsaw, PL [grant number zzzz]; and the United States Institutes of Road [grant number aaaa].

**Appendices**

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

**References:**

Behm, M., Choon Hock, P., 2012. Safe design of skyrise greenery in Singapore. Smart Sustain. Built Environ. 1, 186–205. https://doi.org/10.1108/20466091211260677

Bhat, V.N., 1993. Green Marketing Begins with Green Design, Journal of Business & Industrial Marketing. https://doi.org/10.1108/08858629310047243

Friedman, M., 1962. Capitalism and freedom. Phenix Books, Chicago

Zhao, W., Zou, Y., 2018. Variation of greenness across China’s universities: motivations and resources. Int. J. Sustain. High. Educ. 19, 48–66. https://doi.org/10.1108/IJSHE-10-2016-0196