



The research publication –
peer reviewed and refereed international scientific Journal
of Business Administration and Economic Policy

**„Estonian Discussions on Economic Policy /
Estnische Gespräche über Wirtschaftspolitik /
Eesti majanduspoliitilised väitlused“**
published for the XXXI year of issue

and

**31st International Scientific Conference on Business
Administration and Economic Policy
(in Jäneda, 29.06 – 1.07.2023)**



INFORMATION LETTER

1. INTRODUCTION-GENERAL INFORMATION
2. PRE-REVIEWED SCIENTIFIC PUBLICATIONS
3. FORMAL REQUIREMENTS FOR SUBMISSION OF ARTICLES, ABSTRACTS AND OTHER MATERIALS TO BE REVIEWED
4. SCIENTIFIC CONFERENCE
5. ARTICLE SUBMISSION DEADLINES AND PUBLICATION FEES
6. CONFERENCE REGISTRATION DEADLINES AND PARTICIPATION FEES
7. PARTIAL REFUNDS OF PUBLICATION FEES AND PARTICIPATION FEES
8. FOR INFORMATION TO AUTHORS (in agreement and for information also for international databases)
9. Appendix: PUBLICATION AND PARTICIPATION CARD

1. INTRODUCTION-GENERAL INFORMATION

Also the **periodical publication** (research journal/collection) will appear in 2023 in the 31st annual volume, for the fourteen year under the current name *Estonian Discussions on Economic Policy*: Peer reviewed and refereed international scientific Journal of Business Administration and Economic Policy

The earlier publications on economic policy have been included in the **DOAJ**, **EBSCO** Discovery Service (**EDS**), **EBSCO** Central & Eastern European Academic Source, **EBSCO Essentials™** (USA), **EconBib**, **EBSCO**, **ECONIS**, **ESO**, **SCOPUS** (USA, United Kingdom, Germany) and **SSRN** databases + **US Congress Library**.

Electronic publications of articles are assigned a **DOI** number.

The international cooperation partners are the following:

- Andrásy Gyula German Language University of Budapest (Hungary)
- Georgian Technical University, Tbilisi (Georgia)
- Jena University of Applied Sciences (Federal Republic of Germany)
- Kiel Institute for the World Economy (Federal Republic of Germany)
- Kiel University of Applied Sciences (Federal Republic of Germany)
- Kuban State University, Krasnodar (Russia)
- Tbilisi State University (Georgia)
- Ternopil National Economic University (Ukraine)
- University of Greifswald (Federal Republic of Germany)
- Voronezh State University (Russia)

The publishers are also this time Berliner Wissenschafts-Verlag (Germany) and Mattimar OÜ (Estonia). **Two issues will be published: 1/2023 (in June) and 2/2023 (in October-November).**¹

¹ **NB!** If authors are able to submit papers of high standards before the deadlines (see sections, § 2, 5 and 6 of this newsletter), the organising committee of the journal will be ready to publish the journal also sooner.

NB! Papers can actually be sent/submitted to the secretary of the editorial board and the conference and discussed with the organising committee all the year round – it will be decided then in which issue they will be published and which presentations we can also include in the agenda of the conference, if appropriate and if requested by the authors! Publishing does not depend so much on the organising committee – it largely depends on the correctness, punctuality/speed of the authors and also on the activeness and thoroughness of the peer reviewers. *The objective is – to publish above all correct papers of high quality.* If necessary, issues 1 and 2 will also be published together, in the same volume. Somewhat exceptionally, four issues were published in 2019 (issues 1–2/2019 were published in June and due to the large number of papers,

2. PRE-REVIEWED SCIENTIFIC PUBLICATIONS

The authors are expected to submit by 10 February 2023:

- a short **abstract** (up to 12 lines in English)
- **keywords** (up to 3 lines English)
- **JEL codes**
- a **paper** (with the recommended volume of 12–20 pages) in German or English, and
- in addition a **summary of 4–5 pages of the paper in another language.**
- the following information shall be provided in **footnotes** on the first page of the paper and the summary in another language: **name(s), scientific degree, title of the author(s), name and full address of the organisation, e-mail address; also briefly any other important information, if necessary.**

NB! Formal requirements: see §3 below.

NB! In the introduction to the paper, the author(s) shall specifically:

- point out in what respect the paper and the subject treated are topical
- present the objective of the paper
- formulate and list all research tasks solved for the achievement of the objective of this paper

The papers submitted shall be sent to reviewers with a doctoral degree for international anonymous peer review. Suitable papers and their summaries in other languages, if their content conforms to the required standards, shall be published in the collection *Discussions on Estonian Economic Policy* which consists of two parts:

- 1) the papers shall be published on CD, which will be a part of the publication and inserted in the cover pocket of the printed publication;
- 2) summaries in other languages shall be included in the printed publication and will not be peer-reviewed scientific publications.

NB! Publishing of the collection *Estonian Discussions on Economic Policy* No 1/2023 has been planned for the first half of June 2023 and No 2/2023 has been planned for October-November, every author and all other interested persons will get a copy and it will also be distributed internationally.

The issue 1/2023 will include papers which will be ready for publishing (i.e. after peer review and all above-mentioned procedures/requirements) by 10 April 2023 at the latest, the remaining papers will be published in issue 2/2023.

It is recommended to focus on certain areas of economic policy in the papers, such as:

1. Entrepreneurship policy and corporate strategy
2. Environmental policy
3. Fiscal and monetary policy
4. Labour policy and income policy
5. Regional and local government policy

also issues 3–4/2019 at the end of the year). Also, in 2018 and 2020 two issues were combined: 1–2/2018 and 1–2/2020. The examples from these three years may not be the last ones!

6. Sectoral economic policy (for different sectors of national economy)
7. Social policy
8. Other areas of economic policy (e.g. the economic crisis)

NB! Note for the authors: with the delivery of your paper you will grant to the publishers the right to publish your paper.

3. FORMAL REQUIREMENTS FOR SUBMISSION OF ARTICLES, ABSTRACTS AND OTHER MATERIALS TO BE REVIEWED

Please send the papers at the address (Kaarin Birk): kaarin_birk@hotmail.com :

- the recommended volume is 12–20 pages and for the summary in another language: 4–5 pages;
- only the author shall be responsible for the content of and correct spelling in the paper and its conformity with formal requirements;

Formal requirements for papers, summaries and other materials:

- *Word* document in A5 format (14.8 x 21 cm);
- Page format: *Top* 1.8 cm, *Bottom* 2 cm, *Inside* 2.5 cm, *Outside* 1.5 cm, *Header* 1.25 cm, *Footer* 1.25 cm;
- *Single-spaced*;
- Text font size 9 pt; page number size 9 pt;
- Footnotes 8 pt; text font size in tables not less than 8 pt;
- Font *Times New Roman*;
- Text should be *Justified* (from edge to edge);
- Figures and tables within the text, not on an additional page or file. For the drawings, use *Excel*, *Powerpoint* or other *Word* options under *Insert > Object*. Drawings should be in black text as printing in colour is not available. For *Excel* drawings do not use a grey background;
- The title of the article should be centered on the page – in capital letters (*Bold*), followed by an empty line;
- Next, in sentence case the first name and surname (not in *Bold*), followed by the name of the organisation, and followed by an empty line;
- Text without indents, between paragraphs an empty line (9 pt), subheadings aligned left and in sentence case in *Bold*, an empty line between a subheading and the text;
- The page numbers start from the first page and are centered at the bottom of the page;
- Both the paper (for CD) and the summary in another language (published in paper collection) should end in conclusions;
- After the end of the text the heading References (in *Bold*, aligned left). All references numbered (after the number a full stop), authors in *Bold*;
- The heading of the summary after the paper in *Bold*, in sentence case as *Kokkuvõte*, *Zusammenfassung* or *Summary* depending on the language used for the summary and aligned left;
- Leave one empty line and write the title of the article in capital letters (in *Bold*), after that one empty line and in the center in sentence case the first name and surname and under it in the center the organisation, an empty line and then the text of the summary:
 - a) if the article is in German, a 4–5 page summary in English;
 - b) if the article is in English, a 4–5 page summary in German.

- References to publications should be within the text, after each text referred to, indicating in brackets the author (or the first word of the title, if no author), the year of the publication and the page number.
- If a summary is published in the printed collection, please indicate in a footnote (on the first page of the summary) that the paper is included in the CD of the publication.

Examples of formal requirements can be found in the publication *Estonian Discussions on Economic Policy* (e.g. at the address: www.mattimar.ee).

Earlier publications are also available at the same address.

4. SCIENTIFIC CONFERENCE

In 2023 already the 31st **international scientific conference on Business administration and economic policy** will take place in Estonia.

The Tallinn University of Technology, University of Tartu and the consultation and publishing company Mattimar OÜ are organising on 29 June – 1 July 2023 in Jäneda (Estonia, 63 km south-east of Tallinn) in cooperation with the Estonian Economic Association the traditional thirty first International Scientific Conference on Economic Policy on the subject „**Economic Policy and Business Administration in the EU Member States – 2023: Tallinn, the capital of Estonia – the green capital of Europe 2023 / 30 years from the establishment of the Mattimar OÜ (Ltd) publishing, conference, consultation and training company**“

The main working languages of the conference are traditionally Estonian and German for which also interpretation shall be arranged. It will also be possible to make presentations in English. Considering the broader geography of participants in the conference, also sections operating in English and/or Russian shall be set up, if necessary.

The conference shall be accompanied by a cultural and sporting programme (in the evenings of the first and the second day) and a programme on the Estonian environment and nature (on the third day).

5. ARTICLE SUBMISSION DEADLINES AND PUBLICATION FEES

6. CONFERENCE REGISTRATION DEADLINES AND PARTICIPATION FEES

5.1. Article submission deadlines: **I can submit an article throughout the year.** (Please register your article (i. e. send the participation card, see Annex to this Information Letter).

Article publication fees (excluding fees for bank charges) shall be as follows:

- a) **350.- EUR (for each author of the article, not participating in the conference);** publication included in the fee for the author of the article; the cost of an additional publication (in print and on CD) is **EUR 60** if desired;

6.1. Conference registrations dedlines:

Please register your participation (i. e. send the participation card, see Annex to this Information Letter) by **10 February 2023** at the latest (Kaarin Birk):

kaarin_birk@hotmail.com

The payment by bank transfer (participation fee + hotel costs) shall also be expected by **10 February 2023** at the latest.

- a) **EUR 350.- (for each author of the article, who also wishes to participate in the conference);** package for authors: conference materials, meals at Jäneda, cultural, sport and nature programme, other organisational costs);

EUR 400.- (for each author of the article, who also wishes to participate in the conference);

NB! After 10 February 2023: EUR 400.-

- **Papers for a higher fee (EUR 400.-) can be submitted by 10.03.2023 at the latest; can be submitted also later but then the paper may be published in 2024, not in 2023.**
- **NB! The organisers will not guarantee the publishing in the June issue of 2023 of papers submitted after 10.02.2023 (but they will be published in October-November).**

By March 30, 2023, it will be clear how many article authors wish to participate in the conference, and if the organizing committee believes that the number of participants is sufficient, we will inform all people who have submitted a request to participate, and then we will ask for an additional payment for the expenses related to the conference:

6.2. conference packages:

a) **EUR 200 (for each participant if the publication fee has already been paid!);** the amount includes: catering at the conference (5 times: 3 lunches + 2 dinners, one of them festive and with a cultural program; coffee breaks); cultural, sports and nature program; other management costs);

b) **EUR 240.-** (package for other participants: conference materials, meals at Jäneda, cultural, sport and nature programme);

c) **EUR 180.-** (package for the spouse or other person accompanying an author who does not participate in the work of sections: meals at Jäneda, cultural, sport and nature programme).

6.3. Hotel costs at Jäneda, including breakfast (in addition to participation fees):

a) overnight stay in a single room: **EUR 49.- /night**

b) overnight stay in a twin or double room (one person): **EUR 58.- /night**

NB! NB! NB!

- **If a paper is not ready for publishing in the journal issues 1-2023 or 2-2023 and is put off until 2024 due to delays caused by the author(s) in submitting the paper and in taking into account the comments of peer-reviewers, the author(s) will have to make the presentation the next year, i. e. in 2024, to clarify any developments related to the paper. Also an additional conference registration fee (incl. fee for publishing the paper) will have to be paid.**

Please consider this measure as a compensation because the author(s) of the paper will have delayed also the publishing of papers of other authors and the procedure of publishing the journal!

NB! Such a condition has been in effect already since 2018, i. e. it was stated in the Newsletter of 2018!

The conference fee can be paid to the following account:

SEB PANK (SWIFT: EEUH22X), (2 Tornimäe Street, 15010, Tallinn, Estonia), IBAN: EE381010052037064002; Account holder: Mattimar OÜ (Reg. No: 10058667)

7. PARTIAL REFUNDS OF PUBLICATION FEES AND PARTICIPATION FEES

- **If a paper is rejected because it does not comply with the requirements, 30% of the fee will be refunded to authors who do not intend to participate in the conference (in such a case please inform the organisers of your non-participation in due time, i. e. by 1 May 2023);**
- **In the case of rejection of a non-conforming paper, 30% of the fee will be refunded to the author unless he or she wishes to participate in the conference (in such a case please inform the organisers of your non-participation in due time, i.e. by 1 May 2023 at the latest).**

8. FOR INFORMATION TO THE AUTHORS (in agreement and for information also for international databases)

Digital archiving policy of the publication Estonian Discussions on Economic Policy:

The publication Estonian Discussions on Economic Policy uses the digital archiving policy for the OJS journals LOCKSS and the publication is archived also in the DIGAR digital archive of the National Library of Estonia.

Peer review of papers has been announced:

* on the web site of Mattimar OÜ (in the Information Leaflet posted in the Topical section on www.mattimar.ee), it is updated annually in October-November and is also sent by e-mail to all earlier authors; each paper is reviewed by 2–3 peer reviewers with doctoral degrees from Estonian universities and 1–2 reviewers from universities of foreign countries;

* on Page 4 of each issue of the journal (review process for papers): Before publishing, the articles in this collection have been anonymously peer-reviewed by independent reviewers holding a doctor's degree.

Aims & Scope of the publication Estonian Discussions on Economic Policy:

The aim of the papers is to analyse and assess the current economic developments in the European Union and to draw conclusions from them from the aspects of economic policy and also concerning the main elements of the political order, if appropriate.

The publication covers topics on certain areas of economic policy, such as: entrepreneurship and corporate strategy, environmental policy, fiscal and monetary policy, labour and income, regional and local government policy, sectoral economic policy, social policy, Industry 4.0 ja Green Cities etc.

Screening for plagiarism:

High-level screening for plagiarism is performed in Estonian universities, and as peer reviewers are members of the academic staff of universities, they are expected to perform and do perform screening for plagiarism.

Open Access statement of the publication Estonian Discussions on Economic Policy:

The journal adheres to the Budapest Open Access Initiative (BOAI) definition^[1] of 'open access' - users have the right to „read, download, copy, distribute, print, search, or link to the full texts of articles or use them for any other lawful purpose“.

[1] <http://www.budapestopenaccessinitiative.org/read>

Copyright and Permissions

The publication Estonian Discussions on Economic Policy uses Creative Commons license 3.0.

With the delivery of a paper, the author grants to the Board also the right to publish the paper in the journal! The journal has set no obstacles or prohibitions to the authors for the future, and according to the current practice, authors subsequently use their paper as they consider it appropriate.

On behalf of the organisers

Matti Raudjärv

University of Tartu (Emeritus-2021), Mattimar OÜ (Ltd); Tallinn University of Technology (Alumni-1974), DAAD (Alumni-1990)

Georgian Technical University (Visiting Professor)

Tbilisi State University (Visiting Professor)

Chief Editor of publications, Initiator of the conference series and Organiser/Coordinator,

Üllas Ehrlich, Tallinn University of Technology

Sulev Mäeltsemees, Tallinn University of Technology

Kaarin Birk, Tallinn University of Technology

* * *

NB! Papers can actually be sent/submitted to the secretary of the editorial board and the conference and discussed with the organising committee all the year round – it will be decided then in which issue they will be published and which presentations we can also include in the agenda of the conference, if appropriate and if requested by the authors!

Publishing does not depend so much on the organising committee – it largely depends on the correctness, punctuality/speed of the authors and also on the activeness and thoroughness of the peer reviewers.

The objective is – to publish above all correct papers of high quality.

We also ask you to introduce this newsletter to your colleagues!

9. APPENDIX:

Article publication card

Name:

Post and degree:

Organisation:

.....

Address:

.....

Phone

E-mail:

Participation card

31st Scientific Conference on Economic Policy and Business Administration
**„Economic Policy and Business Administration in the EU Member States – 2023:
Tallinn, the capital of Estonia – the green capital of Europe 2023 / 30 years from the
establishment of the Mattimar OÜ (Ltd) publishing, conference, consultation and training
company“**

(Jäneda, Estonia)

June 29 - July 1, 2023

Name:

Post and degree:

Organisation:

.....

Address:

.....

Phone

E-mail:

PARTICIPATION FEE OF THE CONFERENCE (Package a, b or c) + OVERNIGHT STAY
AT JÄNEDA (amounts in total and separately):

EUR

Paid to the current account of Mattimar OÜ

REQUEST FOR A HOTEL ROOM AT JÄNEDA:

- for one night
- for two nights