Your Article for Business & Information Systems Engineering – Optional Subtitle

**[File name]**

28\_Smith.docx

**[Editorial office check]**

2023-02-19 IP

**[ArticleType]**

Original Paper

**[Section]**

Research Paper

[Authors in correct order]

John Smith, Jane Doe, Joe Scientist

[Author Info]

**John Smith** (corresponding author)

**Jane Doe**

Department of Chemistry

University of Wherever

An Unknown Address

Wherever

ST 00000

USA

E-mail: jsmith@wherever.edu

**Joe Scientist**

Another Unknown Address

99999 Nowhere

Germany

E-Mail: optional-author-address@mail.com

[Received]

15 Jan 2022

[Accepted]

17 Jan 2023

[ArticleNote]

Accepted after two revisions by the editors of the special issue

[Head]

Your Article for Business & Information Systems Engineering

[Subtitle]

Optional Subtitle

[Abstract]

This document is a basic template for setting up your *Business & Information Systems Engineering* paper in Word. Please carefully read the instructions below on how to use this template. Place your abstract here. Abstracts should avoid direct reference to the paper below as abstracts may be published stand-alone (i.e., better use “the paper” instead of “this paper” or “the study below”). Also, avoid personal reference such as “we” and “our”. BISE is looking forward to receive your submission!

[Keywords]

Place 4-6 keywords here, separated by semicolons with capitalized first letter

[Acknowledgements]

I’d like to say thanks to... Please add the acknowledgements only in the final version after acceptance in case they would identify or hint towards the authors.

[Article Text]

Introduction

This document is a very basic template for submissions to *Business & Information Systems Engineering*. Please use this .docx-file as a template for your manuscript, cutting and pasting your content into the file at the appropriate places. The following sections give you some details on how to use the template.

Formalities

Formatting Your Manuscript

You may use the styles defined in this document to format your text, headers, references and other elements of your manuscript. The final layout will be adjusted during typesetting.

Sections and subsections always need to be enumerated and section headlines must be capitalized. For further structuring, you may either use bullet lists or headed paragraphs with inline headings as shown below. As a general rule, italics and bold font should rarely be used in line as these are not intended to give structure to your paper.

Headed paragraphs These inline headings are an optional way to further organize your paper without using sections.

Length

For guidelines regarding the length of articles please visit our author guidelines on our homepage: <http://bise-journal.com/author_guidelines>. Try to be concise and note that we assume a constant contribution/length ratio – shorter papers would be accepted with smaller contributions while long submissions are expected to have larger contributions.

Formatting Citations and References

Please format your citations and references according to *Springer Basic* style. References directly referred to in the text should look like, e.g., Weinhardt et al. (2020). All other references need to be inserted in parentheses, such as this example (van der Aalst et al. 2018). Note that two authors are separated by “and”; “et al.” is used in case of more than two authors.

The references in the reference list need to be sorted alphabetically and should include all required information for the respective publication type, e.g.:

* Journal article: Author(s), Year, Title, Journal (abbreviated according to ISSN[[1]](#footnote-1)), Volume, Issue, Page range
* Book: Author(s), Year, Title, Publisher incl. headquarter location
* Book chapters: Author(s), Year, Title, Editors, Booktitle, Publisher incl. headquarter location, Page range
* Conference paper: Authors(s), Year, Title, Conference title incl. location
* Websites: Author(s), Year, Title, Publisher, Link, Last access date

Please note that all references listed in the references section need to be cited in the text and vice versa.

In case you used a tool for managing your bibliographies, please always provide the source files. For Endnote users, the Springer Basic style can be downloaded via the BISE website[[2]](#footnote-2).

Handling Figures and Tables

Please place the figures and tables within the text at the position they fit the most and do not put them at the end of the manuscript. Place captions for figures below the figure (see **Fig. 1**), captions for tables above the table (see **Tab. 1**). Figures and tables should be centered. In-text references to figures and tables must refer to the respective numbers. Do not use phrases like “the following figure“.

**[Fig01]**



**Fig. 1** This is a figure caption

Color art is free of charge for online publication only. Make sure that the main information will still be visible if printed in black and white. Please do not refer to color in the captions. Also, “Hairline” is not suitable as a line thickness as this will be too thin when printed.

Please hand in all figures in their original format as separate files (e.g., pptx, vsd, eps or others). In case of screenshots or other images without a source file it is required to hand in all figures as high resolution tiff files with at least 300 dpi.

**[Table01]**

**Table 1** This is a table caption

|  |  |  |  |
| --- | --- | --- | --- |
| **Data** | **Data** | **Data** | **Data** |
| a1,1 | a1,2 | a1,… | a1,n |
| a2,1 | a2,2 | a2,… | a2,n |
| a…,1 | a…,2 | am,… | am,n |

Other Formats or Templates

*Business & Information Systems Engineering* does not enforce you to use our templates. You can also submit manuscripts in your own formatting or other citation styles. However, we strongly encourage you to use our template. In case you use another formatting, you have to take special attention regarding the length restrictions. There is also a LATEX template you may use, if you feel more comfortable with LATEX. You’ll find the template on our homepage: <http://bise-journal.com/author_guidelines>.

Online Appendix

Additional information relevant for your paper may be provided as appendix. The appendix will appear online only as so-called ESM (Electronic Supplementary Material) and will not be included in the printed issue. You find a template at the end of this document for text appendices. In addition, other files can be published as ESM (animations, movies, audio, large original data, etc.). The existence of an online appendix must be mentioned at the appropriate place in the text.

Before Submitting

Blind your Manuscript

Please make sure to blind your manuscript (this also includes the supplementary material and obvious self-citations). Manuscript that are not properly blinded will be desk-rejected immediately.

Select your Department

During the submission process, you will have to select a department. Please carefully read the departments descriptions on our homepage before submitting (BISE 2023).

What to Submit

When submitting a *Business & Information Systems Engineering* manuscript, please do not forget to add a title page and a cover letter. The final version of your manuscript needs to be submitted in the form of the raw files (.docx or complete LATEX project).

**[References]**

References

BISE (2023) Departmental editorial statements. <https://www.bise-journal.com/?page_id=100>. Accessed 9 Mar 2023

van der Aalst WMP, Becker J, Bichler M, Buhl HU, Dibbern J, Frank U, Hasenkamp U, Heinzl A, Hinz O, Hui K-L, Jarke M, Karagiannis D, Kliewer N, König W, Mendling J, Mertens P, Rossi M, Voss S, Weinhardt C, Winter R, Zdravkovic J (2018) Views on the past, present, and future of business and information systems engineering. Bus Inf Syst Eng 60(6):443-477. doi: 10.1007/s12599-018-0561-1

Weinhardt C, Kloker S, Hinz O, van der Aalst WMP (2020) Citizen science in information systems research. Bus Inf Syst Eng 62(4):273-277. doi: 10.1007/s12599-020-00663-y

**[Appendix (online only)]**

**Capitalized Headline for Your Article for Business & Information Systems Engineering – Optional Subhead**

**John Smith, Jane Doe, Joe Scientist**

Business & Information Systems Engineering (2023)

**Appendix (available online via http://link.springer.com)**

# Appendix A

**Table A.1** Different kinds of references and their presentation in Springer basic reference style (examples)

|  |  |
| --- | --- |
| Type | Example |
| Journal article | Smith J, Jones M Jr, Houghton L et al (1999) Future of health insurance. N Engl J Med 965:325–329 |
| Book chapter | Brown B, Aaron M (2001) The politics of nature. In: Smith J (ed) The rise of modern genomics, 3rd edn. Wiley, New York |
| Book, authored | South J, Blass B (2001) The future of modern genomics. Blackwell, London |
| Chapter in a book in a series with volume titles | Smith SE (1976) Neuromuscular blocking drugs in man. In: Zaimis E (ed) Neuromuscular junction. Handbook of experimental pharmacology, vol 42. Springer, Heidelberg, pp 593–660 |
| Proceedings as a book (in a series and subseries) | Zowghi D et al (1996) A framework for reasoning about requirements in evolution. In: Foo N, Goebel R (eds) PRICAI'96: topics in artificial intelligence. 4th Pacific Rim conference on artificial intelligence, Cairns, August 1996. Lecture notes in computer science (Lecture notes in artificial intelligence), vol 1114. Springer, Heidelberg, p 157 |
| Paper presented at a conference | Chung S-T, Morris RL (1978) Isolation and characterization of plasmid deoxyribonucleic acid from Streptomyces fradiae. Paper presented at the 3rd international symposium on the genetics of industrial microorganisms, University of Wisconsin, Madison, 4–9 June 1978 |
| Patent. Name and date of patent are optional | Norman LO (1998) Lightning rods. US Patent 4,379,752, 9 Sept 1998 |
| Dissertation | Trent JW (1975) Experimental acute renal failure. Dissertation, University of California |
| Institutional author (book) | International Anatomical Nomenclature Committee (1966) Nomina anatomica. Excerpta Medica, Amsterdam |
| In press | Major M et al (2007) Recent developments. In: Jones W (ed) Surgery today. Springer, Dordrecht (in press) |
| Online document | Doe J (1999) Title of subordinate document. In: The dictionary of substances and their effects. Royal Society of Chemistry. Available via DIALOG. http://www.rsc.org/dose/title of subordinate document. Accessed 15 Jan 1999 |

1. See <https://www.issn.org/services/online-services/access-to-the-ltwa/>, accessed 09 Mar 2023 [↑](#footnote-ref-1)
2. <https://www.bise-journal.com/wp-content/uploads/2014/07/SpringerBasicAuthorDate.ens_.zip>, accessed 09 Mar 2023. [↑](#footnote-ref-2)