GUIDELINES FOR CONTRIBUTORS

Research papers, case studies, book reviews etc. are invited for inclusion in Management Dynamics, bi-annual journal of Jaipuria Institute of Management.

Copyright

Articles submitted to the journal should be original contributions and should not be under consideration for any other publication at the same time. Authors submitting articles for publication warrant that the work is not an infringement of any existing copyright and will indemnify the publisher against any breach of such warranty. For ease of dissemination and to ensure proper use, papers and contributions become the legal copyright of the publisher unless otherwise agreed. Submissions should be sent in Word Format to editor.lucknow@jaipuria.ac.in.

Editorial objectives

To provide those involved in research and practice in management with ideas, news, research findings, case examples and discussion on management and related fields.

Editorial scope

The journal draws on insights and contributions worldwide. High quality submissions are sought from academics, researchers and practitioners from around the world. Generally, contributions should cover the theoretical development and the practical application in the field of management and related disciplines. Contributions should emphasize any practical implications of the research or findings as well as future research implications (including lessons from unsuccessful initiatives).

Case study articles should normally specify:

• Background and content

• Objectives, i.e. what we were trying to do

• The salient events

• The results and how they are obtained

• The implications for others involved in management

The Reviewing Process

Each paper is reviewed by the Editor and if it is judged suitable for this publication it is then sent to two referees for double blind peer review. Based on their recommendations the Editor then decided whether the paper should be accepted as is, revised (minor or major revision) or rejected. Following major revisions papers are returned to the original reviewers for their decision.

Manuscript requirements

An electronic copy of the paper should be submitted in double-line spacing with wide margins to editor.lucknow@jaipuria.ac.in . All authors should be shown and author's details must be on a separate page and the author should not be identified anywhere in the article.

As a guide, articles should be between 2500 and 5000 words in length. A title of not more than eight words should be provided. A brief autobiographical note should be supplied including full name, affiliation e-mail address and full contact details. Authors must supply a structured abstract set out under 4-6 sub-headings:

Purpose; Methodology/Approach; Findings; Research limitations/implications (if applicable); Practical implications (if applicable); and, the Originality/value of paper. Maximum length is 250 words. In addition provide up to six keywords which encapsulate the principal topics of the paper.

Where there is a methodology, it should be clearly described under a separate heading. Heading must be short, clearly defined and not numbered. Notes or Endnotes should be used only if absolutely necessary and must be identified in the text by consecutive numbers, enclosed in square brackets and listed at the end of the article.

Figures, charts and diagrams should be kept at a minimum. They must be numbered consecutively using Arabic numerals with a brief title and labeled axes. In the text, the position of the figure should be shown by typing on a separate line the words "take in Figure 2". Good quality originals must be provided.

Tables should be kept to a minimum. They must be numbered consecutivelywith Roman numerals and a brief title. In the text, the position of the table should be shown by typing on a separate line the words "take in Table IV". Photos and Illustrations must be supplied as good quality black and white original half tomes with captions. This position should be shown in the text by typing on a separate line the words " take in Plate 2".

Formatting should be as follows;

- File : Word file,

- Font : Times New Roman,

- Paragraph spacing : One Enter,

- Title : All Caps,size14,centre-aligned, bold

- Author : Sentence Case, size 11, right aligned, bold

- Abstract - heading : Centre- aligned, size 12, italics, bold, Title case

- Abstract - content : Size 12, italics, justified

- Main headings : Size 12, all caps, bold, left aligned

- Sub headings : Size 12, sentence case, bold, left aligned

- Running content : Size 12, single spacing

- Table heading : Size 11, italics, bold, no space between table and heading

- Table -First row : Size 10 , bold

- Table : Size 10

- Table notes : Size 9, bold, italics

- References : Size 10, APA style, no space between references, no indents

References to other publications should be complete and in Harvard Style. They should contain full bibliographical details and journal titles should not be abbreviated. For multiple citations in the same year use a, b, c immediately following the year of publication. References should be shown within the text by giving the author's last name followed by a comma and year of publication all in round brackets, e.g. (Miller, 1994). At the end of the article should be a reference list in alphabetical order as follows:

a)   For books surname, initials and year of publication, title, publisher, place of publication, e.g. Casson, M. (1979), Alternatives to the Multinational Enterprise, Macmillan, and London.

b)   For chapter in edited book surname, initials and year, "title", editor's surname, initials, title, publisher, place, pages, e.g. Bessley , M. & Wilson, P. (1984), " Public Policy and small firms in Britain", in Levicki , C.(Ed.), small Business Theory and Policy, Croom Helm, London, pp. 111-26. Please note that the chapter title must b underlined.

c)   For articles surname, initials, year "title", journal, volume, number, pages, e.g. Fox,S. (1994) " Empowerment as a catalyst for change : an example from the food industry", Supply Chain Management, Vol 12, No3, pp 29-33. If there is more than one author list surnames followed by initial. All authors should be shown.

d)   Electronic sources should include the URL of the electronic site at which they may be found, as follows: Neuman, B.C. (1995), " Security, payment and privacy for network commerce" , IEEE Journal on selected Areas in Communications, Vol.13, No. 8, October, pp. 1523-31. Available on http://www.research.att.com/jsac/

Final submission of the article

Once accepted for publication, the final version of the manuscript must be e-mailed to editor.lucknow@jaipuria.ac.in. The final revised paper will be considered to be the definitive version of the article. The author must ensure that it is complete, grammatically correct and without spelling or typographical errors.