

Manuscript Submission Guideline- World Journal of Management

As a guide, papers must be between 3,500 and 4,500 words in length. **It must not exceed 15 pages with single space with references. Any paper exceeding this page limit will not be published.** A title of not more than fifteen words should be provided. All papers must include an Abstract and conform to the following generic format: introduction, literature review, methodology, findings/discussion, conclusion/implications and references.

Please use the checklist provided below to ensure that your paper meets the requirements prior to publication. **In case of noncompliance to these guidelines, your paper will be excluded from being published.**

Please send us 2 copies of your paper in word format : One with authors' information and another without authors' name and affiliation.

Never send PDF file

Please tick on the checklist and copy it and then attach it to you paper .

Paper submission Checklist

Title of the paper is no more than 15 words, centred and in 16pt font.	<input type="checkbox"/>
Author(s) name(s) appear below paper title in 14pt font and centred	<input type="checkbox"/>
Leave two empty lines before and after the name(s) of the author(s)	<input type="checkbox"/>
All text in Arial provided	<input type="checkbox"/>
Section/sub-titles are in numbered sequentially, in bold and 14pt font	<input type="checkbox"/>
Leave one empty line before and after each section/sub-title	<input type="checkbox"/>
Line spacing throughout paper is single-spaced (no double spacing please)	<input type="checkbox"/>
Abstract is in italics and justified both with 2.5 inch margin on both sides	<input type="checkbox"/>
Field of Research is indicated after Abstract. Leave two empty lines after Field.	<input type="checkbox"/>
All text is in 12pt font except sub-titles	<input type="checkbox"/>
Author(s) affiliation, address and email is provided at the bottom of the first page in 10pt font	<input type="checkbox"/>
Figures, tables and charts are included within the body of the paper	<input type="checkbox"/>
Figures, text or tables are not coloured or shaded	<input type="checkbox"/>

Tables or figures do not break across two pages	<input type="checkbox"/>
All text is justified	<input type="checkbox"/>
No space left at the beginning of the sentence of the new paragraph	<input type="checkbox"/>
Heading of the table or figure is provided on the top of the table or figure	<input type="checkbox"/>
End-notes are included – if applicable (Please do not use footnotes)	<input type="checkbox"/>
Paper has been checked for grammar and spelling	<input type="checkbox"/>
References provided at the end in alphabetical order and 1cm hanging indent. Please delete all brackets before and after year of publication	<input type="checkbox"/>

References

References 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. (Fox, 1994). At the end of the article should be a reference list in alphabetical order as follows :

(a) For article:

Bhatt, V.V. 1993. "Development banks as catalysts for industrial development', *International Journal of Development Banking*", vol. 11, no. 1, pp. 47-61.

(b) for books

Gerschenkron A.1966, *Economic Backwardness in Historical Perspective: A Book of Essays*, Belknap, Massachusetts.

(c) for chapter in edited book

surname, initials and year, "title", editor's surname, initials, title, publisher, place, pages, e.g.

Bessley, M. and 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 be underlined.

Paper should be electronically submitted to :

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