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SAJM welcomes articles on issues of current interest in management, especially in the South Asian context. We publish Empirical Papers, Conceptual Papers, Research Notes, Case Studies and Book Reviews.

Research manuscripts that include Empirical Papers, Conceptual Papers, Research Notes and Case Studies should be submitted online on the SAJM website at: www.sajm-amdisa.org Book Reviews should be submitted by e-mail to: ganesh@amdisa.org

Submissions should be typed in Times New Roman font size 12, with 1.5 line spacing and with a 1-inch margin on all sides. The acceptable lengths for different types of articles published in SAJM are as indicated below:

1. Research Paper (Empirical or Conceptual): 5000 to 8000 words.
2. Case Study or Research Note: 3000 to 5000 words.
3. Book Review: 1200 to 1500 words.

(Joint) Authorship of Papers: Authors should testify to the authenticity and originality of their papers. In case a paper has more authors than one, each of them has to separately testify that he/she has contributed to the paper and that it is an original creation by them. SAJM has a very strict anti-plagiarism policy and hence the authors are expected to submit only authentic and original works to SAJM. Any changes in the authorship after the initial submission and declaration should be supported by intimations to the Editor to that effect from the authors who are removed as well as those who are added.

Cover Page: Manuscript of a paper should have a cover page providing the title of the paper, the name(s), address(es), phone, fax numbers and e-mail address(es) of all authors and acknowledgements if any. In order to facilitate anonymous review of the papers, please restrict the author-related information only to the cover page.

Manuscript Title: The title of the paper should be in 16-point Times New Roman font. It should be bold typed, centered and fully capitalized.

Abstract: Following the cover page, there should be an 'Abstract' page, which should contain the title of the paper, the subtitle 'Abstract' and a summary of the paper in single space, not exceeding 200 words. The text of the paper should not start on this page, but on a fresh page with the title of the paper repeated.

Keywords: Abstract must be followed by a list of keywords, subject to a minimum of five. These should be arranged in alphabetical order and be separated by commas with a full stop at the end.

Body of Manuscript: Manuscript must be prepared on standard A4 size paper setting. It must be prepared on a 1.5 spacing and single column with a 1-inch margin set for top, bottom, left and right. It should be typed in 12-point Times New Roman font with page numbers at the bottom-centre of every page.

Headings: All section headings should be in 14-point Times New Roman font and sub-section headings should be in 12-point Times New Roman font. These must be bold-faced, aligned left and fully capitalized. Leave a blank line before each heading.

Figures, Tables and Exhibits: Each Figure, Table, or Exhibit should be printed on a separate sheet. Figures, Tables and Exhibits are to be separately numbered, titled and attached at the end of the text serially. The position of the Figure, Table, or Exhibit should be indicated in the text on a separate line with the words "Table 1 about here". All Figures, Tables and Exhibits must be presented in line with American Psychological Association (APA), 6

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Edition guidelines.

In-text Citations: Indicate the position of the reference in the text within brackets by the author's last name and the year of publication; e.g.: '(Porter, 1980)' or incorporate it into a sentence, e.g.: 'as pointed out by Hannan and Freeman (1977)'.

References: References should be cited in the style prescribed in the Publication Manual of the American Psychological Association (APA), 6th Edition. At the end of the text, references should be listed in the alphabetical order of the last names of the authors, with a title REFERENCES (left-aligned) in **14-point Times New Roman**. Examples of how

the references are to be listed at the end are given below.

Notes: Do not use footnotes. Minimize endnotes. If they are unavoidable, number them serially in the text using superscript and list them together on a separate sheet under the heading NOTES immediately following the text of the paper. Notes are not for citing a reference but for offering a significant explanation, which is important for understanding the text, but is tangential to the main idea discussed therein.

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