

## Guidelines for Authors

**ANVESHAK, *International Journal of Management, AIJM* (a double blind peer reviewed bi-annual journal), ISSN 2278-8913 of Indira Institute of Management, Pune publishes review articles, research papers, and Book Reviews on Management Sciences.**

In all cases the papers must demonstrate both novelty and importance to the field, by way of significant advances in understanding or application.

### Types of Papers

Original research papers, reviews and articles are welcome. They should contain an abstract (of up to 200 words) and a Conclusions section which, particularly in the case of theoretical papers, translates the results into terms readily accessible to most readers.

**Original Research Papers:** Maximum 10 pages or 3000 words.

**Articles:** Maximum 06 pages

**Book Review:** Maximum 04 pages

### Language and Language Services

Please write your text in good English (American or British usage is accepted, but not a mixture of these).

### Submission

Submission to this journal may be sent to [pgrc.iimp@indiraedu.com](mailto:pgrc.iimp@indiraedu.com) by Email attachment, in a single file preferably in M S Word. All figures and tables must be embedded in the text at appropriate place along with their legends. All correspondence, including notification of the Editor's decision and requests for revision, takes place by e-mail removing the need for a paper trail.

### Preparation of the Manuscript

#### Font & Size:

**Manuscript must be typed in MS Word, Times New Roman 12 font with single spacing.**

#### *Subdivision-numbered sections*

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2.), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to "the text". Any subsection may be given a brief heading. Each heading should appear on its own separate line. Do not use footnotes and authors are requested not to paginate their articles.

#### References

References should be cited in the style of Harvard referencing system. The references should be listed at the end of the article as per examples given below:

Book (1 author)

NEVILLE, C. (2010) *The Complete Guide to Referencing and Avoiding Plagiarism*. 2nd edition. Maidenhead: Open University Press.

Chapter in a Book

MARSHALL, W. A. (1975) *The Child as a Mirror of his Brain's Development*. In: Sants, J & Butcher, H. J. (eds). *Development Psychology*. Aylesbury Bucks: Hazell Watson & Viney Ltd.

Conference Papers

FISH, J. (2008) *Managing changes in the workplace*. In *Professional Managers Conference*. Blackpool, Monday 18th to Wednesday 20th February 2008. Blackpool: PubM. pp. 42-45.

Conference Proceedings

HARRIS, C. and MURTON, J. B. (2005) *Cryospheric Systems: Glaciers and Permafrost: Selected Contributions to a Conference of the same name*. Geological Society Special Publication 242. The Geological Society of London. January 2003. London: The Geological Society

Journal article (online/electronic journal article)

WILSON, J. (1995) *Enter the cyberpunk librarian: future directions in cyberspace*. *Library Review*. [Online] 44 (8). P.63-72. Available from: <http://www.emeraldinsight.com>. [Accessed: 30 January 2012]

For further examples kindly refer to

[http://www.staffs.ac.uk/assets/harvard\\_referencing\\_examples\\_tcm44-39847.pdf](http://www.staffs.ac.uk/assets/harvard_referencing_examples_tcm44-39847.pdf)

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