## **Submit a Manuscript**

### **Instruction to Authors**

Authors can publish Academic Papers, Reflective Practices, Case Studies and Book Reviews. All papers should provide the details of all authors (specifying the corresponding author) and an 'Abstract' of not more than 500 words.

### **Academic Papers**

Academic Papers may be either conceptual or empirical. The length of the paper should be between 5000 and 8000 words. The references should be given in the style prescribed by the Publication Manual of the American Psychological Association (7th edition), which requires the (author, year) format within the text, and the alphabetical listing (by authors' surnames) of the references at the end.

Conceptual Papers should develop strong arguments and new theoretical perspectives in the concerned fields by using evidence from prior research. In other words, conceptual papers should present a comprehensive and focused review of the relevant literature and develop contingency propositions within a new theoretical perspective.

Empirical Papers should have a short and focused literature review to justify the need for the study and develop the hypotheses, explain the methodology, present the data and their analysis, draw appropriate conclusions, and discuss the theoretical and practical implications of the findings as well as the limitations and directions for future research.

#### **Reflective Practices**

These are papers (about 5000 words in length) by practitioners (entrepreneurs, executives, consultants, policymakers) based on systematic reflections on their own experiences. Such reflection should have a 'narrative section' which briefly describes the practice in question, explaining its context, purpose, and scope, and an 'exposition section' which elaborates on the problems encountered by various stakeholders at the implementation stage. The

concluding part should contain recommended solutions, especially the desired micro and macro level policy initiatives.

#### **Case Studies**

Case Studies should highlight the unique aspects of any relevant area. The recommended length of the case is 3000-5000 words. The style of writing the case should be narrative with appropriate data support (preferably with tables, figures and annexure).

#### **Book Reviews**

The reviews should be on the prominent books published recently and not reviewed earlier. The reviews should not be more than 1500 words.

## **Abstract and Paper Submissions**

Authors must submit the abstract and full paper on or before 15th July for September issue and 15th January for March issue in MS Word format by e-mail to: research@theaims.ac.in. Acceptance/Rejection of papers will be communicated. By submitting a paper, the author(s) make(s) a commitment that the work is original and not published before in any manner.

### **Guidelines for Submission of Paper**

The abstract should be 12-point Times New Roman, 1.15 line spacing, not exceeding 500 word), explaining the background, the need, aims, methods and the expected findings of the study. In addition, it should contain the title (14-point Times New Roman), authors' names (12-point Times New Roman), designations, affiliations/addresses, telephone numbers and e-mail addresses (10-point Times New Roman), followed by a list of keywords, subject to a maximum of five, which should be arranged in alphabetical order, and be separated by commas with a full stop at the end.

The full paper should be prepared as per the guidelines provided for the respective category of paper (Conceptual, Empirical, Reflective Practice or Case Study) as specified.

## **Body of Manuscript**

Manuscript must be prepared on standard A4 size paper setting. It must be prepared on a 1.15 line spacing and double 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-right of every page.

## **Headings**

All section headings should be in 12-point Times New Roman font (bold) 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

These must be simple, centred and numbered, with the titles of figures/tables above the figure/table. Sources of figures/tables should be mentioned below them.

## References

References within the text and at the end of the paper should be in the style prescribed in the Publication Manual of the American Psychological Association (7th edition).

#### **Publication**

All categories of papers will be double-blind refereed by the peer experts for their selection and for publication in the journal.

Note: The average time duration involved from the submission to publication is about 4 months.

All submissions must be made to:

# **Editor in Chief**

**AIMS Journal of Research** 

**AIMS Institutes** 

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