

Guidelines for Authors

SDM IMD Journal of Management is published twice in a year – March and September

Manuscript Submission

1. Papers should be reader friendly and written in clear, straightforward language, avoiding too many jargons and technical terms.
2. Clear and concise communication should be the objective of all articles.
3. The manuscripts should be in MS-Word format (.doc format), satisfying the style guide provided separately.
4. Authors are required to submit the electronic copy of the paper in MS-Word format (.doc format) through e-mail to the Editor at journal@sdmimd.ac.in
5. The cover page should contain the title of the manuscript, the author's name and affiliation, mailing address, telephone and fax numbers, e-mail ID and the date of last revision.
6. From the second page, the actual paper should commence containing only the title followed by the abstract, keywords, and body text. The author's name should not be mentioned.
7. Manuscripts should be in the range of 3000-5000 words.
8. Every manuscript should include an abstract of 100-200 words in length, followed by relevant Keywords.
9. The article should conclude with a non-technical summary. Lengthy mathematical proofs and very extensive tables should be placed in an appendix or else omitted entirely.
10. Tables must be numbered consecutively. The text should contain at least one reference to each table. The title of the table should be placed above the table and centered.
11. Figures must be numbered consecutively. The text should contain at least one reference to each figure. The caption must be clear and precise and should be placed below the figure and centered.
12. All equations must be typed on a separate line and centred. They must be numbered consecutively on the right margin.
13. References must be typed on a separate page with double spacing and should be included at the end of the paper. All the references should be cited in the body of the text.
14. Citations should follow the style guide provided separately.
15. Authors using questionnaires for collection of data should send a copy of the questionnaire along with the article.
16. Authors must submit a declaration stating that the manuscript is the original work of the author(s) and it has neither been published earlier in any journal or conference nor submitted elsewhere for publication. A paper submitted without the declaration will not be taken up for review process. Sample format of the declaration is given below:

I/we [Name of the author(s)] hereby declare that the paper titled "[Title of the paper]" is my/our original work and has neither been published earlier in any journal or conference nor been sent / being sent for similar purpose elsewhere.
I/we also assure that the paper will not be withdrawn without the consent of the Editor to whom the paper was sent.

Signature of all the authors and date

17. Authors should ensure that once submitted they will not withdraw the paper without the consent of the Editor.
18. The Editor acknowledges all the submissions and informs the author(s) about the progress,