# GUIDELINES FOR CONTRIBUTORS

Top of first page: **FULL** **TITLE** (centered, all caps, bold)

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Author Name, University Affiliation, Country (all center-justified, upper- and lowercase, one author per line, no title, no rank, include email address).

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Heading - **ABSTRACT** (centered, all caps, bold)

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The abstract paragraph (maximum 200 words, full justification)

**Body of Text:**

* Single-spaced, full justification, indent paragraphs
* First heading of the body is **INTRODUCTION** (centered, bold, all caps)
* Text follows, using appropriate major headings (centered, bold, all caps) where necessary
* Secondary headings are left-justified, bold, first letter of each major word capitalized, with a space above and below the heading

**Tables and Figures:** All figures and tables should be given titles, numbered consecutively in Arabic numerals, and referred to within the text.

**Keywords:** Up to six keywords or descriptors that clearly describe the subject matter of the paper should be provided. These keywords will facilitate indexing as well as help in describing the subject matter for prospective readers.

**References:** Citations in the text should follow the Harvard scheme (i.e. names) of author(s); followed by the year of publication and page numbers where relevant, all in parenthesis.

**For journals:**

Churchill, G.A. and George, G.P. (1979). Television and Interpersonal Influences on Adolescent Consumer Learning. *Journal of Consumer Research* 6 (2): 23-35.

**Internet Articles:** Marshall, A. (1890). *Principles of economics: an introductory volume*, McMaster University, Canada. Retrieved on 7 Nov. 2006 from http://www.marxists.org/reference/subject/economics/-marshall/index.htm.

**For books:** Blood, R.O. and Wolfe, D.M. (1960). *Husbands and Wives*. New York: The Free Press.

Zeleny, M. (1982). *Multiple Criteria Decision Making*. New York: McGraw-Hill.

**For a thesis:** Gartside, S. (1994). *Helplessness and depression*. Unpublished doctoral dissertation, McGill University, Montreal.

**For papers from conference proceedings, chapters from book etc.:**

Smith, I.J.K. (1977). Liberal theories of the state. In P. Shed (Ed.). *Alternative Perspectives of the State* (170-82). Boston MA: Mack Bay Press.

Gee, K.P. and Gray, R.H. (Eds.) (1990). *The British Accounting Review Research Register*. London: Academic Press.

**Acknowledgements:** Should appear at the end of the paper before the list of references.