

BIMS Journal of Management

Guidelines for Submission of Papers

Editorial Policy

BIMS Journal of Management is a Management Research Journal with an endeavor to promote and disseminate knowledge and ideas in the complex multi-disciplinary management field. The Journal encourages theoretical and empirical research papers and articles of relevance to academia and industry/corporate houses. In addition, the Journal invites manuscripts covering application of theory to real life management activities where findings would be of interest to researchers, executives, academicians and management students.

The Journal publishes articles in the key functional area of management viz. marketing, finance & accounting, human resource, information technology, transportation & logistics, energy, environment, healthcare & hospital, retail, production & supply chain and other related areas. Articles reflecting diversity, cross-functional nature of management and emerging concerns are also considered for publication.

Guidelines for Authors

- 1) Manuscript should normally be of 15-20 typed pages including figures and tables, typed in double-space in 12-point font Times New Roman on A4 size paper in MS-Word format.
- 2) The manuscript should be arranged in the following order:
 - a. Title page containing the title of the paper, author's name, designation, official address, contact phone/fax number, e-mail address and a brief biographical sketch of the author(s).
 - b. Abstract of not more than 200 words in italic font type along with the key words.
 - c. Full Text of the manuscript including tables and graphs.
 - d. Conclusion

- e. Reference list containing information in the given sequence.
 - i. Authors(s) name (starting from surname, then first and middle name), Year of Publication. Title of Work. Journal (in Italics) /serial proceedings/book in which the work was published. Volume and number of issue: Page no.
 - ii. In case of website reference, specify website detail (URL) including the date of accessing the site.
- 3) The author(s) should send a declaration stating that the paper is an original work and it has neither been published nor will it be submitted elsewhere till the editorial decision has been communicated.
- 4) The contributions sent for publication will be referred for blind review. Correspondence and proofs for correction, if required, will be sent to the first named author unless otherwise indicated. Corrected proofs should be returned within 15 days.
- 5) The final decision on the acceptance or otherwise of the paper rests with the Editorial Board and it depends entirely on its standard and relevance. The final draft may be subjected to editorial amendment to suit the Journal's requirements. The decision about acceptance or otherwise of the paper will be conveyed to author by email only within 60 days.
- 6) Each author will receive complimentary copy of the Journal immediately after publication.
- 7) The copyrights of the contributions published in the Journal lie with the publishers of the Journal.
- 8) Authors should send one hard copies and one soft copy of the manuscript to the Editor / Executive Editor. Soft copy of the document should be sent through e-mail to the following address:

Address for Correspondence

EDITOR, BIMS Journal of Management
Bharatiya Vidya Bhavan Institute of Management Science
Block FA; Sector III, Salt Lake City, Kolkata – 700 097
Phone: (033) 2335-1283 / 1284, Fax: (033) 2335-8754
E-mail: editor@bimskol.org, santanu.wb2012@gmail.com,
Website: www.bimskol.org