

## Guidelines for Contributors

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The contributions should be original and insightful, unpublished, indicating an understanding of the context, resources, structures, systems, processes, and performance of organizations. The contributions should be research based and reflect the standards of academic rigour.

The review process followed by Paradigm is systematic and thorough. The articles submitted undergo pre-review screening by the editor for relevance and overall quality. The submissions which are found appropriate are only forwarded for blind-review by experts in the subject area and the review process may take three to four months. Contributor(s) may be asked to revise and re-submit the manuscript based on referral comment(s), or the submission may be rejected.

After the necessary corrections are incorporated as per the referral comments, and prepared according the guidelines, the final manuscript will be sent for copyediting.

### Guidelines for Submission of Manuscript

1. A softcopy of the manuscript should be submitted in English, with MS Word format and double-spaced with adequate margins on all sides. It should be accompanied by brief resume of all the authors and sent to editor.paradigm@imt.edu. Every manuscript must include an abstract.  
The manuscript should be accompanied by: a cover page comprising of article title, authors' name and affiliation, mailing address, phone, fax and email address (authors' name should not appear anywhere else in the manuscript); in case of multiple authors, the cover page should indicate the author to whom correspondence should be addressed.
2. The full length paper should be around 3000-5000 words. The abstract of the paper should not be more than 200 words with four to six key words.
3. Use a single column layout with left and right margins justified. The font should be in Times Roman, 12 pt. The tables and figures mentioned in the text should appear near/after they are referred.
4. Titles should be in upper the lower case letters, 16 point Times New Roman, bold and flush to the left margin. Titles should be left-justified.
5. Tables and charts presented in the text should be in black and white only. Wherever necessary, the sources should be indicated at the bottom. They should be serially numbered, following the references to them cited in the text. The tables, figures and charts should not appear in separate document files.
6. The endnotes should be serially numbered and should be provided before the references in 10 point Times New Roman.
7. References should be given separately at the end of the paper and the entries should be arranged alphabetically. The word 'References' should appear as a first-level heading. The list should include only the work the author/s have cited. The following style should be strictly followed :

### For books:

Simchi-Levi, David, Kaminsky, Philip and Simchi-Levi, (2003), *Design and Managing the Supply Chain*, Irwin McGraw-Hill, New York.

### For edited books:

Bessley, M., and Wilson, P., (1984), "Public policy and small firms in Britain", in Levicki, C. (Ed.), *Small Business Theory and Policy*, Croom Helm, London, pp. 111–126.

### For single author papers:

Fox, S., (1984) "Empowerment as a catalyst for change: an example for the food industry", *Supply Chain Management*, Vol. 2, No. 3, pp. 29–33.

### For multiple authors papers:

Khan Mizanur Rahman, Islam AFM Monirul, and Das Debobroto (1886). A Factor Analytic Study on the Validity of a Union Commitment Scale. *Journal of Applied Psychology* 12(1): 129-136.

### For conference proceedings:

Mittal KC, Singh Gurdip, Kaur Narinder, and Dangwal RC (2004). Globalization and Firm Competitiveness Selected Case Studies of Local Exporting Companies in Malaysia. *Proceedings of the 8th South Asian Management Forum*. Lahore: Association of Management Development Institutions in South Asia. pp. 330–340.

*Electronic sources should include the URL of the website at which they may be found, as shown: Neuman, B.C. (1995), "Security, payment, and privacy for network commerce", IEEE Journal on Selected Areas in Communications, Vol. 13, No. 8, October, pp. 1523–31. Available (IEEE September) <http://www.research.att.com/jsac/>*

### For unpublished dissertation/paper:

Uddin Kamal (2000). A Study of Corporate Governance in a Developing Country: A Case of Bangladesh (Unpublished Dissertation). Hong Kong: Lingnan University.

### Newspapers:

Yunus Mohammad (2005). Micro Credit and Poverty Alleviation in Bangladesh. *The Bangladesh Observer*, 23 March, p.9.

### Website:

Central Bank of India. (July 14, 2004) Income Recognition Norms Definition of NPA. Retrieved August 10, 2005, from <http://www.centralbankofindia.co.in/home/index1.htm>

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