GLOBSYN MANAGEMENT JOURNAL (GMJ)

Guideline

Introduction

Globsyn Management Journal is an EBSCO enlisted publication of Globsyn Business School, Kolkata, India. Its objective is to contribute to a better understanding of organizations and their functioning by presenting conceptually sound and methodologically rigorous articles which provide insights and advance knowledge on managerial, business and organization issues.

A typical issue of the journal would carry a mix of research articles, book reviews, perspectives and interfaces. **Research Articles** would be analytical and/or empirical in nature and focus on the analysis and resolution of managerial issues in organizations. **Book Reviews** would present reviews of current books on various domains of management. **Perspectives** would aim to identify and highlight emerging issues and paradigms in management and **Interfaces** would present articles from professionals focusing on managerial applications of management practices, theories, and concepts. **Case Studies** would aim at an intensive analysis of a real life decision taken at the individual or the organizational level, which may be functional, operational or strategic in nature.

Guidelines for Authors

Globsyn Management Journal invites original contributions from both academicians and practitioners on various management, business, and organizational issues. The journal welcomes research-based articles on topics of current concern. Articles, based on theoretical or empirical research or experience, should illustrate the practical applicability and/or policy implications of the work described. Each article is refereed.

Submissions should indicate relevance and clarity. Empirical articles should have an appropriate methodology and be able to justify the use of the methodology to arrive at the findings besides relating their findings to the existing literature in this body of research. Methodological articles must attempt to show how they inspire further development and research. The Journal tries to maintain a balance between purely research-oriented articles and those based purely on the experiences of practitioners involved in different areas of management.

A typical research article may have the following headings and sub-headings:

1. Introduction

2. Literature Review

3. Objective of the Study

4. Methodology

      a. Sample Design

      b. Methods of Data Collection

      c. Data Validation

5. Data Analysis or Findings

6. Conclusion

7. Way Forward

8. Bibliography

Manuscript

The author/s should send three copies of the manuscript. The text should be typed doublespaced only on one side of A4 size paper in MS Word, Times New Roman, 12 font size with one-inch margins all around. The manuscripts should have a cover page bearing only the title of the article, author/s' names, designations, official addresses, phone/fax numbers, and e-mail IDs. The first page of the article must also provide the title of the article but it should not give the author/s' name and address. The author/s' name should not appear anywhere else on the body of the manuscript to facilitate the blind review process. The articles should be in clear, coherent and concise English. Professionally drawn graphs and diagrams must be provided wherever necessary along with the manuscript.

For all tables, charts, and graphs, the source should be indicated, wherever necessary. Tables should be numbered consecutively in Arabic numerals and should be referred to in the text as Table 1, Table 2 etc. All notes must be serially numbered. These should be given at the bottom of the page as footnotes.

The following should also accompany the manuscripts on separate sheets: (i) An abstract of approximately 150 words with a maximum of five key words, and (ii) A brief biographical sketch (60-80 words) of the author/s describing current designation and affiliation, specialization, number of books and articles in refereed journals and membership on editorial boards and companies, etc.

The author/s can also e-mail the manuscript to GBS Journal Office at **gbsjournal@globsyn.edu.in**

The hard copy and electronic files must match exactly. Author/s should also certify that the article has not been published or submitted for publication elsewhere.

The word limit of the various sections is as follows:

- Research Article – 5000 words approx
- Interface – 1000-2000 words approx
- Perspective – 1000 words approx
- Case Study – 5000 words approx
- Book reviews – 500 words approx

Review and Acceptance

The review process followed by *Globsyn Management Journal* is systematic and thorough. Articles submitted to the journal are initially screened by the editor for relevance and quality including presentation of concepts, methodology and findings. Inappropriate or weak submissions are not forwarded for a formal review. Those considered appropriate are put through a double blind review process that may take between three to four months. Author/s may be asked to revise and resubmit a manuscript based on the referees' comments.

Once an article is accepted, a camera-ready copy of it (the final version) must be sent in a CD to the editor. The CD should not contain any other files (i.e., not related to the article being submitted). In case of multiple authors, all correspondence would be done with the first author, unless otherwise stated. For this, the author must provide an easily contactable email address or phone number/fax so that the editorial office can get in touch with the author in case of queries during the copy-editing stage.

All material and editorial correspondence should be addressed to: **The Editor, Globsyn Management Journal, Globsyn Business School, Campus: Mouza Chandi, PS - Bishnupur, J.L. No. - 101, District - 24 Parganas (South), Kolkata - 743 503,** Phone: +91-33-2480 8034/35, Fax: (033) 23573610-14, Email: gbsjournal@globsyn.edu.in, Website: http://www.globsyn.edu.in/research/management_journal.php The contributions received will be acknowledged immediately.

Manuscripts not considered or not accepted for publication will not be sent back. Contributors whose contributions are accepted or rejected will be informed by e-mail only.

References

References should be given separately at the end of the article and arranged alphabetically. The list should include *only* work that has been cited. *The following style should be strictly followed:*

For Journals:
Cascio, W F (1993). "Downsizing: What Do We Know? What Have We Learned?" *Academy of Management Executive*, 7(1), 95-104.

For Books:
Drucker, P (1999). Management *Challenges for the 21st Century*, New York, NY: Harper Collins.

For chapters in books:
Srinivas, E S (1994). "Perceived Quality of Working Life (PQWL) and organizational commitment: A study of managers in select organizations" in Gupta, N and Ahmad, A (eds.), *Management Research: Contemporary Issues,* New Delhi: South Asia Publications.

For electronic documents:
Basu, I (2004). "India's thorny FDI rule under scrutiny," *Asia Times,* May 28, http://www.atimes.com/atimes/South_Asia/FE28Df03.html Accessed on April 27, 2004.

In the text, the reference should appear as follows:
Theil (1970) has shown… or Recent studies (Gupta, 1990; Srivastava, 2003; Sen, 1999, 2001; Dasgupta, 2003a, 2003b) indicate...

Page numbers should be given whenever another author/text is quoted:
According to Saini (2000, 35), "The buzz word in people management in India is HRD and not HRM."

Every article must be accompanied by a statement that the article is the author/s' own work and has not already been published or submitted to any other journal for publication.

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