

Journal of Global Business Management and Economics (JGBME)

Manuscript Guidelines for Business Management and Economics Journal

1. Manuscript Submission:

Manuscripts must be submitted through the journal's online submission system. Submissions via email will not be accepted. All correspondence regarding the manuscript will be handled electronically.

2. Formatting Requirements:

- **File Format:** Manuscripts should be submitted as Word documents (.doc or .docx) files.
- **Font and Size:** Times New Roman, 12-point font, double-spaced throughout the document.
- **Margins:** 1-inch margins on all sides.
- **Length:** Manuscripts should typically be between 3,000 to 10,000 words, including references, tables, and figures.
- **Headings:** Use a clear hierarchy of headings (e.g., bold for main headings, italics for subheadings).

3. Structure of the Manuscript:

- **Title Page:** The title page should include the manuscript title, author names, affiliations, contact information, and a corresponding author.
- **Abstract:** A concise abstract of no more than 250 words summarizing the objectives, methodology, results, and conclusions of the research.
- **Keywords:** Provide 4-6 keywords to help categorize the manuscript.

- **Introduction:** Clearly state the research question or problem, its significance, and the objectives of the study.
- **Literature Review:** Summarize relevant research and position the manuscript within the existing body of knowledge.
- **Methodology:** Provide a detailed description of the research design, data collection methods, and analysis procedures.
- **Results:** Present the findings of the study clearly, using tables and figures where necessary.
- **Discussion and Conclusion:** Discuss the implications of the findings, their relevance to theory and practice, and potential future research directions.
- **References:** Use APA style consistently throughout the manuscript.

4. Tables, Figures, and Appendices:

- **Tables and Figures:** Must be clearly labeled and referenced within the text. Place tables and figures at the end of the manuscript, with appropriate captions.
- **Appendices:** Supplementary material (e.g., surveys, additional data) may be included as appendices, if necessary.

5. Citation and Referencing:

Follow APA (7th edition) citation style. Ensure that all sources are properly cited within the text and that a corresponding reference list is provided at the end.

6. Ethical Considerations:

Authors must ensure that their research complies with ethical guidelines, including the protection of human participants, if applicable.

7. Submission Checklist:

- Complete manuscript file including all sections (title page, abstract, main text, references).
- Disclosure of any potential conflicts of interest.
- Ethics approval (if applicable).
- Plagiarism-free certification.

By adhering to the above editorial policy and manuscript guidelines, authors can ensure their submission aligns with the standards and expectations of the Journal of Global Business Management and Economics (JGBME).