



BHU MANAGEMENT REVIEW

Author's Guidelines

- (a) The manuscripts should normally not exceed 20 (A 4 Size) pages, margin 1 inch in all sides including figures and tables, typed in 1.5 space in 12 - point – preferably- in Times New Roman font
- (b) Research paper / article should be submitted in the form of MS Word file through e-mail.
- (c) The cover page of the article should contain:
 - (i) Title of the article (in bold)
 - (ii) Name(s) of authors
 - (iii) Professional affiliation
 - (iv) Address of correspondence and Email Kindly note the authors name should not be mentioned in any other page.
- (d) The second page should contain
 - (i) title of the article (Time New Romans 16, in bold)
 - (ii) an abstract of the paper in about 200-250 words (Times Roman 10-point type & single spacing).
 - (iii) keywords should be provided which encapsulate the principal topics of the paper.(3-5 key words)
- (e) The manuscripts may contain footnotes /end note. References should be placed at the end of the paper and arranged alphabetically.
- (f) References must be given in alphabetical order and typed on a separate page, single-spaced, at the end of the paper in APA style.
- (g) All Figures (charts, diagrams and line drawings) and Plates (photographic images) should be submitted in electronic form. They should be of clear quality, in black and white and numbered consecutively
- (h) Tables should be typed and included as part of the manuscript. They should not be submitted as graphic elements.
 - (i) Mathematical expressions, figures and charts should be presented in a way that will be easily printable. Tables and diagrams should be numbered consecutively and included in the text. Source must be mentioned below the table.
- (j) Please check your manuscript for clarity, grammar, spellings, punctuation, and consistency of references to minimize editorial changes.
- (j) The editorial team has the right to modify or edit the work in order to match the standard and style requirement of the journal.
- (k) The following format should be used for referring books, articles in journals, electronic documents etc

Journal article:	Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. <i>Title of Journal</i> , xx (XX), xxx-xxx.
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NOTE: The journal title and the volume number are in italics. The issue number in parenthesis is in regular type.

Book	Author, A.A. (Year). <i>Title of work</i> . Location: Publisher.
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Correspondence and proofs for correction will be sent to the first author unless otherwise specified. The article will be published after receipt of the corrected proofs from the authors.

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