

ASIALICS2013

CONFERENCE AUTHOR GUIDELINES

Manuscript Submission and Format

Please use Times New Roman 12-point font, 1.5 lines spaced, 1-inch (2.5 cm) margin all around, and 8.27" x 11.69" (21cm x 29.7cm) (A4) page setting. Place page number in the bottom right corner.

Abstract: approximately 150 words, maximum 200;

Keywords: approximately 5-7 words or phrases.

Headings and Sections

Use only three levels of headings. Use bold-face for all three. Main headings (all capital letters, centered) are first. Second-level headings (title-style letters; flush left) are next. Third-level headings (first letter of first word capitalized; indented; italicized; and run into paragraph) are next.

Don't skip steps: no second-level headings before you use a first-level heading, for instance. Use second- and third-level headings in sets of two or more. Examples:

RESEARCH METHODS [first level]

Research design [second level]

Variables [second level]

Independent variable. [third level]

Dependent variables. [third level]

References and notes

Use the Harvard (name and date) short reference system for citations in the text with a detailed alphabetical list at the end of the paper. For example 'Hamel (2000) suggests ...' or 'Nonaka and Takeuchi (1995) found that ...' or 'A study of economic change (Nelson and Winter, 1982) has shown that ...'

Use Footnote, no endnote.

References should be made only to works that are published, accepted for publication (not merely 'submitted'), or available through libraries or institutions. Any other source should be qualified by a note regarding availability.

Full reference should include all authors' names and initials, date of publication, title of paper, title of publication (italics), volume and issue number (of a journal), publisher and form (books, conference proceedings), page numbers.

Tables and Figures

For each table or figure, centre "TABLE" or "FIGURE" with a number ("1", "2", etc.). Put the title centred and boldface, but in upper- and lower-case letters. Please intersperse tables and figures in text.

All illustrations, whether diagrams or photographs, are referred to as Figures. They should be black and white, not colour, and numbered sequentially.

Abbreviations

Avoid using them for the names of concepts. Use ordinary words for variable names – not code names or other abbreviations. Use the same name for a variable throughout your text, tables, figures, and appendixes.

Names of organisations and research instruments may be abbreviated, but give the full name the first time you mention one of these. Names of software and some databases may be abbreviated.

Units of measurement

Following GLOBELICS, ASIALICS2013 adopts the Système International for units of measurement.

Imperial units will be converted, except where conversion would affect the meaning of a statement, or imply a greater or lesser degree of accuracy.