## **GUIDELINES FOR CONTRIBUTORS**

The **International Journal of Professional Development (IJPD)** publishes high-quality solicited and unsolicited papers/articles, in all areas of Pure Science, Applied Science and Social Science subject. The journal welcomes submission of manuscripts that meet the general criteria of significance and academic excellence. All articles published in IJPD will be peer-reviewed. The Journal is published half yearly (two volumes per year) by the Society.

**Copyright:** Submission of a manuscript implies: that the work described has not been published before (except in the form of an abstract or as part of a published lecture, or thesis); that it is not under consideration for publication elsewhere; that if and when the manuscript is accepted for publication, the authors agree to automatic transfer of the copyright to the publisher.

**Electronic submission** of manuscripts is strongly encouraged, provided that the text, tables, and figures are included in a single Microsoft Word file. Following are the formatting related guidelines: Page Size: A4, Margins: 1" on all sides, Font: Title - Times New Roman 14 pt Bold, Body – Times New Roman 12 pt regular, Paragraph spacing: Double

**Submit manuscripts** as e-mail attachment to the Editorial Office at: **ijpd2012@gmail.com**. A manuscript reference number will be e-mailed to the corresponding author subsequently. Please quote the manuscript reference number in all your correspondence with respect to your article or paper.

**References and Footnotes** should be in sequential order and given at the end of the paper. The journal will follow the Harvard Style, i.e.:

- 1. **For books**: Surname, Initials (year), Title of Book, Publisher, Place of publication. e.g. Harrow, R. (2005), No Place to Hide, Simon & Schuster, New York, NY.
- For book chapters: Surname, Initials (year), "Chapter title", Editor's Surname, Initials (Ed.), Title of Book, Publisher, Place of publication, pages. e.g. Calabrese, F.A. (2005), "The early pathways: theory to practice a continuum", in Stankosky, M. (Ed.), Creating the Discipline of Knowledge Management, Elsevier, New York, NY, pp. 15-20.
- 3. For journals: Surname, Initials (year), "Title of article", Journal Name, volume, number, pages. e.g. Capizzi, M.T. and Ferguson, R. (2005), "Loyalty trends for the twenty-first century", Journal of Consumer Marketing, Vol. 22 No. 2, pp. 72-80.
- 4. For published conference proceedings: Surname, Initials (year of publication), "Title of paper", in Surname, Initials (Ed.), Title of published proceeding which may include place and date(s) held, Publisher, Place of publication, Page numbers. eg Jakkilinki, R., Georgievski, M. and Sharda, N. (2007), "Connecting destinations with an ontology-based e-tourism planner", in Information and communication

technologies in tourism 2007 proceedings of the international conference in Ljubljana, Slovenia, 2007, Springer-Verlag, Vienna, pp. 12-32.

- 5. For encyclopedia entries (with no author or editor): Title of Encyclopedia (year) "Title of entry", volume, edition, Title of Encyclopedia, Publisher, Place of publication, pages. e.g. Encyclopaedia Britannica (1926) "Psychology of culture contact", Vol. 1, 13th ed., Encyclopaedia Britannica, London and New York, NY, pp. 765-71. (For authored entries please refer to book chapter guidelines above.)
- For newspaper articles (authored): Surname, Initials (year), "Article title", Newspaper, date, pages. e.g. Smith, A. (2008), "Money for old rope", Daily News, 21 January, pp. 1, 3-4.
- For electronic sources: if available online the full URL should be supplied at the end of the reference, as well as a date that the resource was accessed. e.g. Castle, B. (2005), Introduction to web services for remote portlets", available at: http://www.irjlis.com (accessed 12 November 2010).

Journal titles must be given in full and that the author's first name or initials may be used. Proper care in the presentation of references would be highly appreciated. Quotations must have page number with the appropriate reference in the footnote. It is the author's responsibility to obtain written permission to quote material which has appeared consecutively and titled. Tables, diagrams, etc. should be numbered consecutively and titled.