

### Submission Guideline

<b>Format</b>	All files should be submitted as a Word document.
<b>Article Length</b>	In principle, manuscripts should not exceed 8,500 words, inclusive of references, tables, Figures, and appendices.
<b>Article Title Page</b>	An Article Title Page should be submitted alongside each individual manuscript and should include: <ul style="list-style-type: none"><li>● Article title</li><li>● Author details (see below)</li><li>● Acknowledgements</li></ul>
<b>Author Details</b>	Details should be supplied on the Article Title Page including: <ul style="list-style-type: none"><li>● Full name of each author</li><li>● Affiliation of each author, at time research was completed</li><li>● Where more than one author has contributed to the article, details of who should be contacted for correspondence</li><li>● E-mail address of the corresponding author</li></ul>
<b>Abstract</b>	Maximum is 500 words.
<b>Keywords</b>	Please provide up to 6 keywords which encapsulate the principal topics of the manuscript.
<b>Headings</b>	Headings must be concise, with a clear indication of the distinction between the hierarchy of headings. The preferred format is for first level headings to be presented in bold format and subsequent sub-headings to be presented in italics.
<b>Notes/Endnotes</b>	Notes or Endnotes should be used only if absolutely necessary and must be identified in the text by consecutive numbers, enclosed in square brackets and listed at the end of the article.

**Citation in Text** You should cite publications in the text: (Farn, 2012) using the first named author's name or (Yang and Wang, 2008) citing both names of two, or (Wang et al., 2010), when there are three or more authors.

**References** The reference list should include only those those cited in the text of the paper. References should be listed in alphabetical order at the end of the paper.

Journal Articles:

Arndt, J. (1967). Role of product-related conversations in the diffusion of a new product. *Journal of Marketing Research*, 4(1), 291-295.

Books:

Mowday, R. T., Porter, L. W., & Street, R. M. (1982). *Employee-Organization Linkages: The Psychology of Commitment*. New York, NY: Academic Press.

Book Chapters:

O'Neil, J. M., & Egan, J. (1992). Men's and women's gender role journeys: Metaphor for healing, transition, and transformation. In B. R. Wainrib (Ed.), *Gender Issues across the Life Cycle* (pp. 107-123). New York, NY: Springer.

Conference Papers:

Kearns, G. S., & Lederer, A. L. (2001). Strategic IT alignment: A model for competitive advantage. *Proceedings of the International Conference on Information Systems* (pp. 1-12). New Orleans, Louisiana, USA.

For Electronic Sources:

Crowston, K. (1994). A taxonomy of organizational dependencies and coordination mechanisms. *Working Paper Series #174, MIT Center for Coordination Science*,

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available at: <http://ccs.mit.edu/papers/CCSWP174.html>.

Accessed November 20, 2011.