

Guidelines for Authors

Original contributions are accepted for publication after rigorous blind review. Text focusing on application to various organisational functions, systems, case experiences, comparative models, conceptual frameworks, insights and innovations, methodologies, tools and techniques, organisational strategies are particularly welcome. When submitting articles, adherence to the following guidelines, is recommended:

1. Manuscript length of between 4,000 to 5,000 words including figures and tables, typed in double-space or printed in 12 point Times New Roman font on 8.5" X 11" (A-4) size papers with 1.5-inch margin on all four sides. All pages should be numbered consecutively.

2. The cover page should contain title of the paper, author's name, designation, official address, contact address, phone/fax numbers and e-mail address. This first page of the text should show the title of the paper but not the author's name.

3. A non-mathematical abstract of about 150 words and five keywords should be submitted along with the paper. The abstract should make a succinct elaboration of the topic of the paper, giving briefly the purpose of the study. Kindly provide concise summary of the findings and their significance.

4. Submit your manuscript in text file by e-mail or upload at <https://fore-abhigyan.fsm.ac.in>.

5. Number (in Roman Letters) and caption all exhibits, charts and tables. The number of Tables and figures should be kept to essentials, normally not more than 2 are acceptable. Papers with tables and figures may have longer review period. Sources of data should be given below each Table.

6. The manuscript should not contain footnotes. References should be cited at the end of the manuscript in alphabetical order by author's name. The list should mention only those sources cited in the text of the manuscript.

7. For references, guidelines specified in the publication Manual of the American Psychological Association needs to be followed.

8. Authors should certify on the cover page of the manuscript that the material is not published, copyrighted, accepted or under review elsewhere. The copyright of all accepted papers will vest with "Abhigyan" – Management Journal of Foundation for Organisational Research and Education. Note that it is the author's responsibility to obtain permission of copyright issues wherever required. They will be required to submit an undertaking in a prescribed format.

9. The data used for research must in all cases be open to authentication and be verifiable. Complete professional integrity is mandatory.

10. Abhigyan has zero tolerance of plagiarism in anything which it publishes. The authors are responsible for making sure that all copyright rules and regulations are observed. Authors and contributors are advised to scrupulously observe publishing ethics and shall be solely liable for any consequences arising out for non-observation of the requirements.

a) It accepts only original research work to consider for publication. Research work should neither be submitted for publication nor published elsewhere in print or any other media in any form or language (partially or in full), unless the new work concerns an original expansion of previous work. Author(s) are encouraged to practice transparency on the re-use of material to avoid the concerns about text-recycling ('self-plagiarism') of their own as it is without citation of source. An appropriate acknowledgement or permission of others or one's own work must be given. The Journal encourages authors for complete elimination of plagiarism; minimize similarity in content; however, as per absolute need similarity of content upto 15% may be acceptable in certain situations. Similarity of content beyond acceptable criteria are summarily rejected. Abhigyan uses an online software/tool to measure the percentage of content similarity or plagiarism.

b) The author(s) are expected to observe highest standards of academic, research and publishing ethical guidelines. They must go through the Guidelines for Author(s) carefully before submitting the manuscript(s) to Abhigyan and follow the same. Their work should not infringe on the rights of others and should not contain any libelous or unlawful statements.

11. Improper or weak submissions will be eliminated in the initial screening. Selected papers will be forwarded for blind reviewing process that may take some weeks. Normally the waiting time could be up to 24 weeks.

FORE pays an honorarium of Rs. 3000/-for accepted paper/contribution.

The typescripts should be sent to:

The Executive Editor

Abhigyan,

Foundation for Organisational Research and Education,

"Adhitam Kendra", B-18, Outub Institutional Area, New Delhi -11 0016 (India)

Phones: 011 -41242424 to 33, and 46485500 to 30, Direct 46485524/523

E-mail: abhigyan@fsm.ac.in | Website: <http://www.fsm.ac.in>

Abhigyan website- <https://fore-abhigyan.fsm.ac.in>

Author(s) are advised to visit Abhigyan website <https://fore-abhigyan.fsm.ac.in/instructions-for-authors> for detailed information.