



INTERNATIONAL JOURNAL OF LIBRARY MANAGEMENT AND SERVICES

Submission Procedure

The paper should clearly explain the mission and concerns of his/her proposed theme. All submitted manuscript will be reviewed on a double-blind review basis. Manuscripts should be typed in **MS Word** and must be sent only via this e-mail: editorijlms@gmail.com

Authors Guideline

The contributors are requested to adhere to the following guidelines:

A. General Guidelines

We only accept the manuscript(s) written in **English**. Authors are allowed to use both American and British version of English but one style must be constant.

B. Structure of the Manuscript(s)

1. Title of the paper
2. Name of Author(s) and Affiliation(s) (with author(s) email)
3. Abstract (Maximum 150 words)
4. Keywords (Maximum five words)
5. Introduction - including motivation, aims and overview etc.
6. Main body - explanation of methods, presentation of data, results and discussion etc.
7. Conclusions
8. Acknowledgement (if any)
9. References

C. The Editorial Process: The selection of papers for publication is based on their originality, knowledge content and application. The journal endeavors to maintain balance between purely research oriented papers and those derived mainly from the experiences of professionals involved in different areas of LIS. The manuscripts will be reviewed for possible publication with the understanding that they are being submitted to once at a time and have not been published, simultaneously submitted or already accepted for publication elsewhere.

D. About Manuscripts: Manuscript must be in English prepared on a standard A4 size paper setting. It must be prepared on a double space and single column with 1" margin set for top, bottom, left and right. It should be typed in 12 point, Times New Roman Font with page numbers at the bottom of the every page.

E. Manuscript Title: The title of the paper should be in a 13 point Times New Roman Font. It should be bold typed, centered and fully capitalized.

F. Title, Author Name(s), affiliation(s), contact details & Affiliations: The author (s) full name, designation, affiliation (s), address, mobile/landline numbers, and email/alternate email address should be in Times New Roman Font. It must be centered underneath the title.

G. Abstract: Abstract should be in fully italicized text, not exceeding 250 words. The abstract must be informative and explain background, aims, methods, results and conclusion.

H. Keywords: Abstract must be followed by list of keywords, subject to the maximum of five. These should be arranged in alphabetic order separated by commas and full stop at the end.

I. Headings: All the headings and sub-headings should be in a 13 Times New Roman Font. These must be bold faced, aligned left. Leave a blank line before each heading.

J. Main Text: The main text should be in a 12 point Times New Roman Font, 1.5 spaced, fully justified.

K. References: The list of all references should be alphabetically arranged. The author (s) should mention only the actually utilized references in the preparation of manuscript and they are supposed to *American Psychological Association* (API) style.

Examples

Book with author

Owensend, R. M. (1993). *The medieval village economy*. Princeton, NJ: Princeton University Press.

Book with an editor

Mcrae, M. W. (Ed.). (1993). *The literature of science: Perspectives on Bpopular science writing*. Athens: University of Georgia Press.

Journal articles

Yeh, M. (1996). The "cult of poetry" in contemporary China. *Journal of Asian Studies*, 55 (2), 51-80.

Online article

Davis, C., & Strachan, S. (2001). Elite female athletes with eating disorders: A study of psychopathological characteristics *Journal of Sport & Exercise Psychology*, 23 (3), 245-253. Retrieved from <http://hk.humankinetics.com/jsep/>.

Vardar, E., Vardar, S.A. & Kurt, C. (2007). Anxiety of young female athletes with disordered eating behaviors. *Eating Behaviors*, 8, 143-147.
doi:10.1016/j.eatbeh.2006.03.002

Newspaper article

Taylor, P. (1993, December 27). Keyboard grief: Coping with computer-caused injuries. *Globe and Mail*, pp. A1, A4.

Web site

The University of Chicago Romance Languages and Literatures Page is an excellent resource for students (<http://rll.uchicago.edu/>).

For more information regarding citations please visit www.apastyle.org/

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