

# *Management Review* Submission Guidelines

## **A. Types of submission**

*Management Review* is a general interest publication in the field of management. We welcome Chinese and English article submissions which have not been published in other academic journals. We are especially interested in the following types of articles:

1. scholarly essays taking empirical or theoretical approach to the field of management
2. critical reviews of specific articles or books
3. scholarly explorations which use case studies to solidify or advance a theory (excluding straightforward case studies for educational purposes, which are not considered at this juncture)
4. Studies focusing on management styles and characteristics in the Sinophone world. This includes studies on the subjects of Chinese entrepreneurs and enterprises, development in management theories and methods specific to the Chinese-speaking world, and reflections on the Chinese perspective.

## **B. Submission Guidelines**

1. The word count of the article in its entirety (including Chinese and English abstracts, charts, graphs and references) should be between 8,000 to 17,000 Chinese characters or 6,000 to 8,000 English words. Those in violation of this guideline will be asked to resubmit.
2. Please respect the anonymous review process and leave the dedications and NSC project numbers out of the main article.
3. The author is responsible for final proofreading after typesetting.
4. After an article is accepted, the author should provide an extended summary in approximately 2,500 English words. The summary should include keywords to illuminate the main ideas of the article; it should also clarify research objectives, quantity and subject of study, research methodology, research results and findings, and the article's relevance to the field of management.
5. Please refer to the Submission Style Guidelines for regulations on article formatting; please also follow the instructions while documenting references.
6. *Management Review* retains the right to revise the format guidelines of article submissions as it sees fit in order to maintain editorial standards.
7. *Management Review* accepts electronic submissions ONLY, in order to ensure efficiency during the editorial and review process, and to minimize wait time for the author.

## **C. Submission Process**

1. Please send the PDF file containing the submission in full to [mr@mars.org.tw](mailto:mr@mars.org.tw). Please use "Management Review\_Article Title" as subject line. Please put the author's full name and title in English and Chinese, affiliated institution, and contact information on the cover page. With the exception of the cover page, please leave all information that may reveal the identity of the author out of the submission, in order to ensure anonymity.
2.
  - a. Please deposit NT\$3,000 submission processing fee via postal Giro to the following account:

Postal Giro Account Number : 07195852

Postal Giro Account Name : 財團法人光華管理策進基金會 (Kung-Hwa Management Foundation)

In the contact section of the Giro slip, please write the following: name of article, title for receipt, and mailing address for receipt.

- b. Please email an electronic copy of the receipt for the processing fee along with the submitted article. Alternatively, please send a physical copy along with the Copyright Statement and Agreement to the journal staff.
3. The submitted article should be an original work neither published in another venue nor authorized for use to a third party. All co-authors must sign the Copyright Statement and Agreement which will release the copyright of the article to Kung-Hwa Management Foundation. We will not begin processing the submission until this step is done. Please fill out the Statement and Agreement, sign it, and mail the original to Editorial Department at *Management Review*, P.O. Box 174, Mucha, Taipei 11699.
4. Once the article is accepted for publication, please wire an additional NT\$4,000 publication subsidiary fee to *Management Review* (the author whose work is accepted will receive 50 copies of the published article as well as the issue of *Management Review* where the article is published.)
5. Authors residing outside of Taiwan should contact Kung-Hwa Management Foundation for more information on payment amount and method before article submission.
6. Please feel free to email us for more information.

**D. *Management Review* is published four times a year. We welcome your submissions and look forward to engaging in academic exploration with your work.**

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