



International Journal of Emerging Trends in Management

Volume 2, Issue 1

Information for authors

Submission process

Manuscripts submitted to the *International Journal of Emerging Trends in Management* (ETM) must report original work that is not under review elsewhere. Submissions should be prepared in English, and authors bear full responsibility for content; neither editors nor the publisher assume liability for the material published.

Article processing charge

ETM does not levy any submission or publication fees. All accepted manuscripts are published at no cost to the authors.

Open access license and copyright

All ETM articles are immediately available under the Creative Commons Attribution 4.0 International License (CC BY 4.0). This license permits anyone to copy, redistribute, remix, transform, and build upon the material—even commercially—provided that appropriate credit is given, a link to the license is provided, and any modifications are indicated (Creative Commons, 2019). Authors transfer copyright to Minds Europe Publishing but retain the right to:

- Present the work orally (with notice if unpublished)
- Make personal or classroom copies
- Reuse material in future publications, with citation to the original
- Use content within their institution
- Pursue patent applications based on their findings

The review process

ETM employs a double-blind peer review at no charge:

1. Electronic submission
2. *Editor-in-Chief* (EIC) performs an initial screen for scope, quality, and plagiarism (using detection software).
3. If suitable, the EIC invites up to two independent reviewers; otherwise, the manuscript is returned.
4. Reviewers recommend accept; minor revision; major revision; or reject.
5. The EIC synthesizes reviewer feedback and makes a final decision, which may not mirror the majority recommendation.
6. Decisions and anonymized reviewer reports are communicated to authors.

Review times may lengthen during holiday or conference seasons (e.g., December–January and July–August).

Manuscript preparation

- **Structure:** title page; abstract; keywords; introduction; methods; results; discussion; conclusion; acknowledgments; funding; references; appendices.
- **Length:** 3 500– 7 000 words (including figures and appendices).
- **Style:** U.S. English (Times New Roman, 12 pt, single-spaced, 2.5 cm margins). Define acronyms at first use.

- **Title:** ≤ 15 words, descriptive of content.
- **Abstract:** ≤ 200 words; summarize purpose, key findings, and conclusions; avoid citations and nonstandard abbreviations unless defined.
- **Keywords:** 3–5 terms reflecting the paper’s theme.
- **Figures & tables:** submit at ≥ 300 dpi; obtain permissions for reproduced material.
- **Acknowledgments:** list contributors (e.g., language support) only after peer review.
- **Funding:** list grants in similar format:

This work was supported by the European Commission under the Horizon 2020 Marie Skłodowska-Curie Actions [grant number XXXX].

If no funding was received, state:

This research received no specific grant from any funding agency in the public, commercial, or not-for-profit sectors.

Permissions

Authors must secure written permission for any third-party material and submit evidence to the Editor-in-Chief before publication.

AI Disclosure Policy for Authors

Authors are required to declare any use of artificial intelligence (AI) tools during manuscript preparation. The declaration should include the tool’s name, purpose of use, and a statement confirming that all final decisions, interpretations, and conclusions are the result of human authorship. AI tools may assist but cannot replace the intellectual contribution or accountability of the authors.

References

ETM follows APA 7th edition style. Authors are responsible for the accuracy and completeness of their references. Examples:

Journal article

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of the article: Subtitle if any. *Journal Name, Volume*(Issue), xx–xx. <https://doi.org/xx.xxx/yyyy>

Book

Author, D. D., & Author, E. E. (Year). *Title of the book* (Xth ed.). Publisher Name. <https://doi.org/xx.xxx/yyyy>

Book chapter

Author, F. F., & Author, G. G. (Year). Title of the chapter. In H. H. Editor & I. I. Editor (Eds.), *Title of the book* (pp. xx–xx). Publisher Name. <https://doi.org/xx.xxx/yyyy>

Conference paper

Author, J. J., Author, K. K., & Author, L. L. (Year). Title of the conference paper. In *Proceedings of the Conference Name* (pp. xx–xx). Location. <https://doi.org/xx.xxx/yyyy>

Website

Organization Name. (Year). Title of the webpage. Retrieved Month Day, Year, from <https://www.example.com>

Please ensure every reference is cited in the text and formatted in accordance with APA 7th edition.