

Instructions to Authors

Scope and Aims of the Journal

The *Journal of International DBA Studies (JIDS)* is the official journal of EBU, the European Business University. It is a peer-reviewed journal of record providing objective coverage of relevant issues. It provides high-quality articles that combine academic excellence with professional relevance and will benefit from the expertise of a Board of internationally respected academics and business leaders and professionals.

The journal publishes articles on business and policy issues in the context of international Doctor of Business Administration studies. This includes financial management, engineering and technology, public administration, project management, marketing, and many more.

The journal is of interest to business practitioners, government and international organization officials, experts from professional, industry and non-governmental associations; and academics in the business studies.

The *Journal of International DBA Studies* publishing online-only

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General Notes on Contributions

Quality standards for academic-style articles are rigorous, aiming at international leadership and without institutional preferences and authors may be asked to revise their articles before final acceptance.

- Except in special circumstances, the Editor will not consider articles published or to be published (in print or electronic format) elsewhere. This includes a working paper version of your article. If your article is already under consideration by another journal or publication source, it must be immediately withdrawn upon your being notified of your article's acceptance for publication in *JIDS*.
- The language of *JIDS* is English. Authors, in particular authors whose first language is not English, should ensure that the language is edited to a satisfactory standard. *JIDS* does not provide language editing. If you would like information about one such service, please see our Author Resources page. There are other specialist language editing companies that offer similar services and you can also use any of these. Authors are liable for all costs associated with such services.
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- Authors are advised to use MS Word format.

- Authors are requested to provide a word count (including footnotes) of any submissions, provide an email and postal address, telephone and fax numbers, and their professional and institutional affiliation.
- Contributions should conform to the guidelines as to style and layout set out below. Footnotes should be numbered from 1-99 and be located at the bottom of each page
- Please adhere to the following naming conventions for file attachment:
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Types of Contribution

The Editors especially welcome contributions relating to any general topics relevant to DBA studies.

Contributions should be accompanied by an abstract of not more than 200 words (in approx. proportion to the overall length of the contribution), a brief list of the *most important publications and website references*, as well as an author biography note. Contributions should be submitted for potential inclusion in one of the following sections:

Articles

In-depth articles on the full range of legal and commercial issues relating to the energy business, with a focus on upstream industry will be considered for inclusion. There is no absolute upper- or lower-word limit for submissions, but it is expected that the majority of accepted articles will be in the range of circa 4,000 to 8,000 words.

Briefs

Short pieces dealing with current developments, up to 2,000 words long (not necessarily with footnotes). Abstracts for briefs should not exceed 100 words.

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Preparation of Manuscripts

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General format Prepare your manuscript text using a word-processing package, ideally Microsoft Word (save in .doc or .rtf format). Please do not submit text as a PDF file.

Headings The use of sub-headings at regular intervals through each article is encouraged, as it makes articles more easily readable. If you need to use more than one level of heading, please use a consistent hierarchy of headings to ensure that the relevant importance of each heading is clear, for example I. Capitals, then A. Bold, then (1) Italics.

Figures Where articles are to be accompanied by illustrative material, the review process will not begin until all figures are received. Figures should be limited to the number necessary for clarity and must not duplicate data given in tables or in the text. They must be submitted in electronic format and in a separate file to that of the manuscript. Figures should be no larger than 125 (height) x 180 (width) mm (5 x 7 inches) and should be prepared at publication quality resolution (a minimum of 300 dpi at final copy size).

Online colour figures are free of charge.

Photographs Photographs should be of sufficiently high quality with respect to detail, contrast and fineness of grain to withstand the inevitable loss of contrast and detail in the final copy.

Line drawings Please provide these as clear, sharp illustrations, suitable for reproduction as submitted. All labeling should be on the original.

Tables Tables should be typed with double spacing, but minimising redundant space, and each should be placed on a separate sheet. Tables should be submitted, wherever possible, in a portrait, as opposed to landscape layout. Each Table should be numbered in sequence using Arabic numerals. Tables should also have a title above and an explanatory footnote below.

Acknowledgements All sources of funding and support, and substantive contributions of individuals, should be noted in the first footnote to the Article.

Reference Format

References should usually be given in footnotes unless agreed with the Editors and Publishers that the style of the proposed article is more similar to the news items in the Latest Developments section. In this case, the use of footnotes is discouraged. Footnotes should be identified in the text by Arabic numerals and numbered in the order cited. Complete information should be given for each reference cited.

Citation examples

Books :

JH Baker, *An Introduction to English Legal History* (3rd edn, 1990) 419–421

Articles :

SC Manon, ‘Rights of water abstraction in the Common Law’ (1965) 83 LQR 47, 49–51

J Griffiths, ‘Copyright in English Literature: Denying the Public Domain’ [2000] EIPR 150, 151

Contributions to books :

A Ashworth, ‘Belief, Intent and Criminal Liability’ in J Eekelaar and J Bell (eds), *Oxford Essays in Jurisprudence* (3rd Series, 1987) 1, 6

Cases :

UK: *Bowman v Fussy* [1978] RPC 545, HL

ECJ: Case C–427/93 *Bristol-Myers Squibb v Paranova* [1996] ECR I-3457

EPO: T585/92 *Unilever/Deodorant Detergent* [1996] OJEPO 129

OHIM: R7/97-3 Orange Personal

Communications Services/Orange [1998] ETMR 343

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Supplementary Data

Supporting material that is not essential for inclusion in the full text of the manuscript, but would nevertheless benefit the reader, can be made available by the publisher as separate content, linked to the manuscript online. The material should not be essential to understanding the conclusions of the paper, but should contain data that is additional or complementary and directly relevant to the article content. Such information might include more detailed analysis, extended data sets/data analysis, lists of related materials, or colour versions of additional figures.

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