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SOCIETY OF BUSINESS, INDUSTRY, AND ECONOMICS

GUIDELINES

For

Proceedings

SOBIE 2014

Annual Academic Conference

April 8-11

SANDESTIN GOLF AND BEACH RESORT

I. Publication

A. The Society of Business, Industry, and Economics (SOBIE) will publish the proceedings of its annual conference via CD and on the SOBIE website: www.una.edu/sobie.
B. Completed papers or abstract may be published.
C. Submission of the manuscript or abstract submission must be sent electronically by April 30, 2014.
D. The proceedings will be published in October 2014, pending reviews and edits.
E. Manuscripts are refereed.
F. Abstracts are not refereed.
G. The paper must be on the conference program to be published in the proceedings.
H. Fee: $25
II. **Production.** Please follow these guidelines, using the most recent version of Microsoft Word.

A. Language: English

B. Both the manuscript and abstract must be **typed single-spaced with 1-inch margins.** Times New Roman font with 12” size should be used. All ambiguous characters and symbols must be clearly marked in the margins.

C. The first page should contain the following information:
   1. Centered, in Times New Roman, bold, and 16” font
   2. Title
   3. Author(s)
   4. School
   5. Contact information, including phone, fax, and email

D. The second page should contain the following information:
   1. Title (centered) in Times New Roman, bold, and 16” font
   2. Author(s) in 14” font
   3. School in 14” font
   4. Text in 12” font

E. Main headings (e.g. Abstract, Introduction, Literature Review, etc.) should be 14” type, bold, and tabbed once.

F. Subheadings, if needed for clarity, should be 12” size and italicized.

G. Tables (figures) should be numbered consecutively in the text in Arabic numerals and printed on separate sheets.

H. All references should be clearly cited in the references/bibliography section as follows:
I. Please submit your manuscript electronically to vivek@alcorn.edu. (EVEN IF YOU HAVE SUBMITTED THE PAPER TO THE CONFERENCE)

J. Your submission must be accompanied by a check for $25. One copy of the proceedings on CD Rom will be forwarded to the submitting author. Additional copies of the proceedings may be obtained for $10 each. The check should be made payable to SOBIE – Proceedings and must be included with the paper/abstract sent to:

   Vivek Bhargava, Ph.D., CFA
   Alcorn State University
   9 Campus Drive
   Natchez, MS 39120
   vivek@alcorn.edu
   Ph. (601) 304 4309/4319
   Fax (601) 304-4350

III. Referee Procedures

A. The proceedings will be blind peer reviewed.
B. The review process will begin first week of May
C. Authors who do not want to publish the full paper in the proceedings will have to option to publish just the abstract, which will not be refereed and will be editor’s decision.
D. Authors’ whose papers are not accepted by the review process will have the opportunity to publish their abstracts without additional submission fee.
E. Reviewers needed: If you would like to volunteer as a blind reviewer, please email me your name and your field at vivek@alcorn.edu.