A Journal of Management Research

SUBMISSION DETAILS

Information for contributors

Metamorphosis is published biannually by the Indian Institute of Management Lucknow.

- Papers should be reader friendly and written in clear, straightforward language, avoiding too many jargons and technical terms. There should, however, be no compromise on rigor of analysis.

- Vigorous, direct, clear and concise communication should be the objective of all articles.

- We encourage authors to consider case-studies, participant observations, ethnographic and other research approaches that help to shed light on which strategies, structures, systems and processes are currently evolving, or might prove useful in the days to come.

- The authors must avoid terms or usages, which may be considered denigrating to ethnic or other groups.

- Manuscripts will be considered with the understanding that their contents have not been published and are not under consideration elsewhere. Presentation of a paper at a professional meeting will not disqualify it from consideration. In fact, the authors are encouraged to get feedback from peers and other professional colleagues prior to submitting a manuscript for a formal review.

- The authors will not send the paper for consideration to any other journal or magazine until such time the review process of Metamorphosis is complete.

- An ideal article would be one that is both rigorous and practical, which can achieve greatest possible impact on managerial practice.

- Contributors are requested to adhere to ‘guidelines for authors’.

Publication decisions

Decision regarding the publication of all submitted manuscripts will be based on the recommendations of the members of the editorial board. Reports of qualified reviewers, involved in the blind review process, would play a key role in such decision making.

Reviewers’ comments will be made available to the authors on request. Manuscripts that are either inappropriate or are found insufficiently developed may be returned to the authors without any formal review.

Manuscripts will be judged primarily on their substantive content but writing style, structure and length will also be considered. Poor presentation will be sufficient reason for reviewers to reject a manuscript. Clarity and logical presentation are necessary. A provocative, challenging orientation that stimulates debate would be welcome.

Authors should expect editorial reviews to take about 90 days. An acknowledgement of receipt of manuscripts would be sent to the authors.
The articles will be edited carefully for clarity, precision and logic to ensure that even complex ideas can be absorbed and put to work, by busy executives and scholars.

**General instructions / Guidelines for authors**

- Submit three copies of the manuscript making sure that these are clear copies and that all pages are numbered, and are included in each copy.

- The manuscript must be typed on standard A-4 size paper, double spaced throughout (including abstract, text, footnotes, references, quotations and appendices) and with a wide margin of 1" at the top, bottom and both sides of each page.

- The manuscript must be printed in 12-point font size and must be single sided.

- The manuscript should be written in English and the author must retain a copy.

- The manuscript must follow the following order of presentation;

  - Title with name(s) of author(s)
  - Abstract of the article and Key words
  - Article
  - Appendices (dually numbered)
  - References

- The first page of the article should include the title of the article, the author’s name, affiliations, address and contact numbers.

- The second page should have the abstract or an introductory summary, depending on the nature of the article, that must be self-contained, understandable and should be free from jargon, formulae etc. In case of a research abstract it should describe the purpose of the research, theoretical basis of the hypothesis, analyses and the implications of the findings.

- Up to 6 key words should be included in the same page, which encapsulate the principal subjects covered by the article.

- The text of the article should begin from page number 3.

- The references and appendixes should be clearly numbered and specified, in separate pages after the articles.

- Too many headings and subheadings must be avoided. These are to be used only to designate the major sections of the article.

- Tables and figures should be used sparingly to supplement and clarify text and not duplicate it. Each table, text, figure or illustration should be on a separate sheet and the number and the title must be indicated below. Their position in the manuscript must be indicated as follows;

  !-----------------------------Insert
  table    1     here
  !-----------------------------
All other figure, pictures / illustrations should also be numbered and attached at the end of the manuscripts and not in the middle of the articles. However, the place where they have to be inserted must be numbered and listed as shown. Only clear illustrations and good half-tone copies of photographs will be entertained for publishing purposes.

Similarly all bibliographical citations and references should be in one listing at the end of the articles under different subheads. They should be listed alphabetically as per the following norms;

Reference- Last name of the Author. Initials. Year. **Title of the book.**
Country. Name of the Publisher.

Book entries- Author or Editor’s last name. Initials. **Title of the book.**
Country. Name of the Publisher

Periodical entries- Author’s last name. Initials. Year. **Title of the Article or Paper.** Name of the Periodical. Volume number. Issue number. Page number.

Chapters in books- Author’s last name . Initials. Year. **Title of the chapter.** Title of the book. Page number. Country where published.
Name of the publisher.

Unpublished papers, Dissertations and Presented papers- Name of the writer. Year. **Title of the paper.** Area of study. School/college affiliations.

Acknowledgements can be presented in the same manner.

Appendices, if required, should be presented in as condensed a form as possible without tables. If more than one appendix is necessary then they should be titled Appendix 1, Appendix 2 and so on. Presentation should be concise but not abbreviated.

Upon acceptance of the article for publishing, a short biographic description (up to 75 words) of the author(s), would be requested from the author(s). This should include author’s education, current affiliations, names of the journals where author had earlier published and current research interests and work areas. We would also require passport size photograph(s) of the author(s) and a soft copy of the article through mail at the following addresses:

[**journal@iiml.ac.in, metoffice@iiml.ac.in**](mailto:journal@iiml.ac.in, metoffice@iiml.ac.in)

Please pay careful attention to the detailed guidelines given. This will help expedite the process of review.

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