

JOURNAL OF MANAGEMENT, SPIRITUALITY AND RELIGION

Author Submission Guidelines

Submitting a Manuscript

- Authors need to submit their manuscripts (in Word format) to the online ScholarOne submission system at <https://mc.manuscriptcentral.com/rmsr>
- You need to upload a title page with the contact details of all authors. Please also make sure that you answer all the manuscript- and author-related questions in the system.
- Authors should prepare their manuscripts so they are not able to be identified. Authors should avoid specific references to themselves or to their own work in the manuscript and should anonymize the author designation encoded in Word files and ensure that all 'Track Changes' are removed from the manuscript.

Manuscript Preparation Guidelines

- Submissions should generally not exceed 11,000 words (including references), although in special cases longer versions may be accepted.
- Manuscripts should be accompanied by an abstract of 200 words (maximum); along with 3 mandatory keywords from the JMSR ScholarOne keyword list, and 3 keywords of the authors choice.

Formatting

- Within the manuscript, text should be formatted as double-spaced in 12-point Times New Roman font. Tables may be single spaced and in smaller fonts, if necessary, for formatting. Use footnotes sparingly.

- Organize the manuscript by using primary, secondary, and tertiary headings, rather than numbered headings.
- Add each table or figure on separate pages at the end of the manuscript after the references, rather than inserting these directly in the text. Include a reference in the manuscript (i.e., Insert table 1 about here) in the appropriate place. There is a maximum of six tables/figures to include with your manuscript, so please prioritize what is important.
- US or UK spelling can be used, but please be consistent within the manuscript.
- References in the manuscript should follow the latest APA guidelines; [see here](#) for more details on the APA referencing style, as well as an [APA style guide](#) (with examples).
- Please also include the DOIs of references.