

Note for Authors – Submission Guidelines

1. The first page of the manuscript should have the title of the paper, the names(s) of author(s), and a footnote giving the current affiliation of the author(s) and any acknowledgments.
2. The following page should include an abstract (maximum 400 words). The abstract should be followed by Journal of Economic Literature (JEL) classifications and keywords (minimum of two and maximum of five). Please note that JEL classifications are also available for marketing and management related topics. For more on JEL classifications please consult http://www.aeaweb.org/journal/jel_class_system.php.
3. The main text of the article should be single column format, double line spaced with font style of Times New Roman. All main headings should be bold with size 16, while subheadings should be bold with font size 14. The main text should be justified with size 12.
4. The numerals used for headings and subheadings should be 1, 1.1 and 1.1.1. It is advised to limit the level of headings within article.
5. Write one to nine in words, 10 and above should be in figures. Write numbers in figures (not words) for exact measurements, quantities and percentages. Use thousands, millions, billions and not crores and lakhs. In text use ‘per cent’; in tables and figures ‘%’. In the case of decimal, use “0.8” rather than “.8”. Maintain consistency in the number of decimal places after the decimal point. Thus, use either “7.8” and “10.0” or “7.89” and “10.00” throughout the article.
6. Give specific dates in the form “22 December 1999”. Decades should be referred to as ‘the 1990s’. Please spell out the “nineteenth century”, etc.
7. Displayed formulae should be numbered consecutively throughout the manuscript as (1), (2), etc. against the right-hand margin of the page. In cases where the derivation of formulae has been abbreviated, it is of great help to the referees if the full derivation can be presented on a separate sheet (not to be published).

8. Do not embed “graphically designed” equations, but prepare these using the word processor’s facility (**Example: Microsoft equation editor**).
9. Distinguish between figures (diagrams) and tables (statistical material) and number them in separate sequences. Each table/figure should have a brief but descriptive title. All table/figures should be as self-explanatory as possible, incorporating any necessary descriptive material in a note at the base of the table.
10. Do not import the tables/figures into the text file but, instead, indicate their approximate locations directly in the electronic text.

Example: [Insert Table 1 about here], [Insert Figure 1 about here].

11. Footnotes should be numbered sequentially
12. All references used in the text should be listed in alphabetical order of the authors’ surnames at the end of the text. References in the text should include the name(s) of author(s) with the year of publication in parentheses, and all references should conform to the style of the Journal. Further information on questions of style may be obtained from the Editor, The Lahore Journal of Business, Lahore – Pakistan.
13. To avoid unnecessary errors you are strongly advised to use the “spellchecker” function of your word processor.
14. Any manuscript which does not conform to the above instructions may be returned for the necessary revision.
15. Before publication, page proofs will be sent to the corresponding author. Proofs should be corrected carefully; the responsibility for detecting errors lies with the author.
16. All submissions should be in electronic format to ljb@lahoreschool.edu.pk