

Plan your trade and then trade your plan

info@mijcft.com | +91 9489325977 | www.mijcft.com Published by Maayan Publications

Authors Guidelines

The author(s) must follow the author's guidelines in preparing the manuscript before submission:

Authors are invited to submit original works related to Commerce, FDI, Import & Export, Economy, Taxation, Policy, Business Law, E-Commerce, Digital Currency, Finance, Accounting, Management and other related fields via our submission platform (**Click Here**) of the Maayan International Journal of Commerce and Foreign Trade (MIJCFT). Should you have any queries, please do not hesitate to contact us at: **contact@mijcft.com**

The manuscript's language must be English (either American or British standard, but not a mixture of both). Submissions must be unique and should not have been published earlier or be under consideration for publication while being evaluated for this.

The article should be in the form of a research result, analysis, criticism, subjective, informative, comparison, proposals, reports, studies or review of books on the related fields, which potentially contribute to high advancement.

The manuscript should be typed in Microsoft Word (.doc or .docx) with Arial 9 on A4 paper layout format with a single space between 5-12 pages. Any manuscript, which is either shorter or longer than the prescribed limit, may be considered for evaluation if the content is of extraordinarily high or distinctive value. The plagiarism rate of the accepted manuscript must be not exceeded the rate of 5%.

Manuscripts are written by using standard citation applications:

The article should cover the title, the full names of the authors and their affiliation, abstract, keywords (conceptual words), abbreviations (if any), the main parts (Introduction, Literature Review, Research Method, Result and Discussion, and Conclusion), Acknowledgements (if any) and references.

Submission Guidelines Highlights

Submit the full version of the manuscript in English. References should be cited in the text by consecutive numbers, and listed in the References section by number. The References section should be placed at the end of the manuscript.

Submit the manuscript as a Word document containing the full text, and be sure to include the following:

- Title
- Abstract
- Keywords
- Introduction
- Literature review
- Methodology
- Results/Findings
- Conclusion
- Statements and Declarations
- References

Article Fullnote Information: Download Fullnote Format

- Title
- Author Names and Affiliations [The affiliation(s) of the author(s), i.e. institution, (department), city, (state), country]
- Corresponding Author
- Present / Permanent Address
- A clear indication and an active e-mail address and mobile number of the corresponding author
- If available, the 16-digit ORCID of the author(s)
- Abstract
- Keywords
- Reference

Title

The title should be a concise and informative description of the work that accurately reflects the main scope and content of the paper. It should be no more than 12 words in length. Abbreviations and formulas should be avoided where possible.

Abstract

The abstract should state briefly the purpose of the research, design/methodology/approach, the main results and major conclusions. It should not exceed 150 words. The abstract should not contain any undefined abbreviations or unspecified references.

Keywords

The author should provide 4 to 6 keywords which can be used for indexing purposes.

Introduction

This section should be concise and define the background and significance of the research by considering the relevant literature, particularly the most recent publications. When preparing the introduction, please bear in mind that some readers will not be experts in your field of research.

Literature Review

This section is dedicated to the significant literature resources that contributed to the research. The author should survey scholarly articles, books and other sources relevant to the area of research, providing a description, summary, and critical evaluation of each work.

Methodology

This section should contain detailed information about the procedures and steps followed in the study. It can be divided into subsections if several methods are described.

Results/Findings

This section is a comparative or descriptive analysis of the study based on the results/findings, previous literature, etc. The results should be offered in a logical sequence, giving the most important findings first and addressing the stated objectives of the study. The author should deal only with new or important aspects of the results obtained. The relevance of the findings in the context of existing literature or contemporary practice should be addressed as well.

Conclusion

The author should clearly explain the important conclusions of the research highlighting their significance and relevance.

Statements and Declarations

- a) **Funding:** Please add: "This research received no external funding" or "This research was funded by name of funder, grant number XXX".
- b) **Conflicts of Interest:** Declare conflicts of interest or state "The authors declare no conflict of interest."
- c) **Acknowledgments:** Acknowledgments of people, grants, funds, etc. can be mentioned. The names of funding organizations should be written in full.

References

References must be relevant and up-to-date. References used in the paper should follow the APA style and be carefully checked for accuracy and consistency. Please ensure that every reference cited in the text is also present in the reference list and vice versa.

Citation

Cite references in the text by name and year in parentheses. Some examples: - Evaluating educational programs is an emerging and noble profession (Robinson, 2003). - This effect has been widely studied (Abbott, 1991; Barakat et al., 1995; Kelso & Smith, 1998; Medvec et al., 1999). Authors are encouraged to follow official APA version 7 guidelines on the number of authors included in reference list entries (i.e., include all authors up to 20; for larger groups, give the first 19 names followed by an ellipsis and the final author's name). However, if authors shorten the author group by using et al., this will be retained.

Reference List

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text.

Reference list entries should be alphabetized by the last names of the first author of each work.

Journal names and book titles should be italicized.

If available, please always include DOIs as full DOI links in your reference list (e.g. "https://doi.org/abc"). Some examples:

- a) **Journal article:** Journal article: Paul, I,. & Katie, J,. (2022). Temporal Instability and Wildernesses in Early Modern Drama. Maayan International Journal of Commerce and Foreign Trade, 1(1), 07-18.
- b) Book: Diana, R,. & Neus, R,. (2022). Global Literary Studies. De Gruyter Mouton.
- c) **Book chapter:** Denis, J. P. (2022). Currents in the study of Media. In M. B. Olive, P. J. Ronald, & J. Fagan (Eds.), Media effects: Advances in theory and research (4th ed., pp. 115–129). Routledge.
- d) **Online document:** James, S. (2014, October 7). Instruction in commerce: An Introduction: Victorians and Moderns. OER Commons. Retrieved August 13, 2021, from https://www.oercommons.org/courses/instruction-in-commerce-foreign-trade-centers-an-introduction

Types of Contributions

Authors should consider their chosen article type carefully; the journal accepts the following types of contributions:

Research Articles, Review articles, Study Papers, Subjective articles, Analysis Study Research articles, Informative Articles, Comparison Papers, Case Studies, Comparative Studies, Dissertation Chapters, Research Proposals or Synopsis, etc.

Permissions

The author is responsible for obtaining all permissions required prior to submission of the manuscript. Permission and owner details should be mentioned for all third-party content included in the submission or used in the research. If a method or tool is introduced in the study, including software, questionnaires, and scales, the license this is available under and any requirement for permission for use should be stated. If an existing method or tool is used in the research, it is the author's responsibility to check the license and obtain the necessary permissions. Statements confirming that permission was granted should be included in the Materials and Methods section.

Ethics and Consent

Research involving human subjects, human material, or human data, must have been performed in accordance with the Declaration of Helsinki. Where applicable, the studies must have been approved by an appropriate ethics committee and the authors should include a statement within the article text detailing this approval, including the name of the ethics committee and the reference number of the approval. The identity of the research subject should be anonymized whenever possible. For research involving human subjects, informed consent to participate in the study must be obtained from participants (or their legal guardians).

Changes to Authorship after Submission

If one or more authors are added after the submission that was previously not listed as authors (or also if removal is requested), then we will have to follow the COPE process, meaning that a letter signed by all original authors is required, stating the reason for the change, and stating that all authors agree on the addition (or removal) and the new authorship order. Please upload this letter signed by all authors as a supplementary file (for editorial eyes only).

COPE flowcharts:

- The corresponding author requests the addition of the extra author before publication [PDF, 128KB]
- The corresponding author requests the removal of the author before publication [PDF, 134KB]

English Language Editing

For editors and reviewers to accurately assess the work presented in your manuscript you need to ensure the English language is of sufficient quality to be understood. If you need help with writing in English you should consider:

- (a) Getting a fast, free online grammar check.
- (b) Ask a colleague who is proficient in English to review your manuscript for clarity.
- (c) Visiting the English language tutorial which covers the common mistakes when writing in English.

Please note that the use of a language editing service is not a requirement for publication in this journal and does not imply or guarantee that the article will be selected for peer review or accepted.

If your manuscript is accepted it will be checked by our copyeditors for spelling and formal style before publication.

Need Help

Please send an email to the Editor at editor@mijcft.com for help. Thanks.