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- The Research Bulletin (ISSN No. 2230-9241) is the official publication of The Institute of Cost Accountants of India.
- The authors must declare that the article is the result of their faithful work.
- The article should preferably be relating to the research work carried out during the last five years and not being considered for publication in any other research bulletin or journal.
- The manuscript including figures, table & references should be preferably within 5000 words for Research Papers including an abstract, 2000 words for Case Studies and 1000 words for Book Reviews.
- Soft Copy of the full paper should be submitted in double space, 12 fonts, Times New Roman, keeping a margin of 1 inch in four sides, MS Word (.doc) format.
- The Cover Page should contain the title of the paper, author's name, designation, official address, contact phone numbers, e-mail address.
- An abstract of not more than 150 words should highlight the findings of the research work. It should be in clean and concise English. Abbreviations should be avoided in the abstract.
- Title should be short, specific and informative.
- The main text should not contain name of the author and footnotes. References should be given at the end of the manuscript and should contain only those cited in the text of the manuscript.
- 5-6 key words suitable for indexing should be given in the alphabetical order.
- Figures and tables should be numbered consecutively and should appear near the text where they are first cited. The figures should be accommodated within two thirds of A4 size paper. Captions of the tables/figures/charts at the top and sources at the bottom are to be given. The heading of sections & sub-sections should start from the left hand margin.
- Soft copy (in MS Word format) of the manuscript is to be sent.
- The contributions sent for publication may be referred for review. Correspondence and proofs for correction, if required, will be sent to the first named author unless otherwise indicated. Corrected proofs should be returned within specified days as may be communicated from Editorial Desk.
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- All communications are to be sent at *research.bulletin@icmai.in*.

## **Peer Review Process**

The '*Research Bulletin*', published since 1982 as a peer reviewed academic journal. It includes both theme based and non theme based articles on blazing issues. Inputs are mainly received both from academicians and the corporate stalwarts. Its aim is to highlight the dynamism in environmental, social, economical and market-related issues so that the researchers and the readers can analyze the surroundings, adapt the changes in a better manner and can take decisions strategically.

In selecting articles for publication, the editor gives preference to those articles that are well written, well organized, and intelligible to the multidisciplinary audience. We don't publish press releases or any other public relations (PR) content. We don't influence the opinions of our writers or contributors and do not prompt them to tailor their work to fit our personal interests.

All the articles are double reviewed. First, the article goes under Plagiarism check. Articles qualifying this criterion go for blind review to the Editorial Board. Results of the review process are normally available within two months of submission.

Outcomes of the review process include acceptance, acceptance with revisions or rejection. Submissions with a recommendation to revise and resubmit; should be resubmitted on stipulated time.

All scholarly submissions (articles) first receive a preliminary assessment to determine their suitability for the focus, target audience, and style of the magazine. Submissions judged potentially suitable are then given an in-depth anonymous peer review. Reviewers judge submissions for timeliness of topics, significance, and technical quality. Extensive review comments are provided only when necessary to authors whose manuscripts are conditionally accepted for publication.

We are happy to receive constructive criticism and suggestions from our readers. Our recommendations are made in the best interests of its readers and the web design community.

## **Publication Frequency**

Articles in this magazine are published quarterly in the month of April, July, October and January.

First the printed issue gets released then the soft copy of the same gets uploaded in the [www.icmai-rnj.in](http://www.icmai-rnj.in) website.

## **Ethics Policy**

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**Authorship of the paper:** Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study.

**Declaration of Authors:** The authors must declare that the article is the result of their faithful work. The article should preferably be relating to the research work carried out during the last five years and not being considered for publication in any other research bulletin or journal.

**Data Access and Retention:** Authors may be asked to provide the raw data in connection with a paper for editorial review, and should be prepared to provide public access to such data.

**Acknowledgement of Sources:** Proper acknowledgment.

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