

Abasyn Journal of Social Sciences

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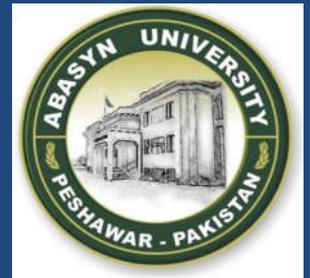
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Policy Framework

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Foreword

Abasyn University is vigorously striving to contribute handsomely towards refinement at the research arena in higher education spectrum. Launching of Abasyn Journal of Social Sciences (AJSS) is also in consonance with the same objective. As part of its continuous pursuance of academic and research excellence, the University accords top priority to making Abasyn Journal of Social Sciences (AJSS), a marvel of excellence.

This policy document intends to sustain current research strength of the research journal in terms of focus on the emergent business and social issues and to provide an appropriate forum to researchers and academicians to boost the research culture for overall value creation. Despite the fact that wisdom doesn't come in sudden flight and the intellectual uplift and creation of congenial research-oriented environment in any society takes its own course but it's a matter a great relief that the said journey has been started and the institutions of higher education in Pakistan are on the right track under the leadership of Higher Education Commission of Pakistan.

Among the broad array of objectives for developing this policy document, the main task will be to ensure complete adherence to the highest quality of research standards addressing all facets of research regulations designed for AJSS. The challenge seems enormous but an enthusiastic and dynamic team at Abasyn University will mobilize all the available resources and solicit ideas from the expert researchers to make it sure the AJSS will ever maintain its highest research standards and will respond positively to the methodological and conceptual issues related to business, industry and allied fields.

I pray to Almighty Allah to give us the fortitude to serve the cause of humanity in its true letter and spirit.

Muhammad Imran Ullah Khan,

Chancellor

1. Statement of General Principles Regarding Publications

1.1 Overall Goal:

The goal of AJSS is to disseminate results of the research to the scientific community. These results will include results of primary study outcomes, secondary analyses, and ancillary studies.

1.2 Description

The AJSS will consider only those researches for possible publication which will empirically and theoretically examine the interplay of innovation, technology or research along with perspectives from economic, social, political and organizational processes, on the other. The AJSS intends to contribute positively in the form of concrete findings from its publications towards policy formulation and management.

1.3 Aims and Scope

AJSS concentrates on business, humanities and social sciences and endeavors to address all the dimensions of a balanced scored card approach in terms of analyzing, understanding and effectively responding to the economic, policy, management, organizational, environmental and other challenges posed by innovation and growth, improved internal processes and products, processes and services, and Research & Development. A handsome contribution to the existing body of knowledge is one of the core objectives of AJSS alongside gaining knowledge through organizational learning.

AJSS, a biannual research journal, has been recognized by the Higher Education Commission (HEC) Pakistan and ranked in 'X' Category perceived to be of prime stature in the research arena of its class in Pakistan.

The prospective authors who are interested in submitting a research paper, case study and discussion papers to AJSS will be required to undergo a vigorous compliance to the AJSS's Editorial Strategy as detailed in the Guide for Authors. The process of submission is online, <http://www.aupc.info> and all papers are subject to a 'double-blind' review process, details as in the Guide for Authors.

1.4 Subjects Covered:

The AJSS is exclusively dedicated publication for scholarly work in the field of Business and Management which covers avenues of Marketing, Human Resource Management, Finance, Entrepreneurship, Business Ethics, Administration, Corporate Governance, Corporate Social Responsibility, Organizational Behavior, Operations Management, Planning & Development, Innovation & Growth, Environmental Sciences and Information Technology in business.

2. Guide for Authors

2.1 Introduction

AJSS will consider only those research articles for publication which comes under the scope of its main domain mentioned above. The prospective authors shall keep in mind that the reading community of AJSS is quite diverse and comprised of academicians as well as intellectuals and practitioners in business, commerce and industry who are interested in the conceptual and methodological issues related to business and management.

The authors interested in publishing their scholarly works at AJSS should focus on tackling the research topic in a manner that interest a wide spectrum of society with a significant potential for policy or management implications.

Regardless of the superior quality work of those articles which falls ‘outside the scope’, all such scholarly articles will be subject to rejection for publication purposes.

2.2 General Considerations

2.2.1 Submission

Submission to this journal proceeds totally online and you will be guided stepwise through the creation and uploading of your files.

2.2.2 References

Manuscripts shall abide the APA style of reference requirements on formatting at submission.

2.3 Important Details

- i. Author names and affiliations. Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address.
- ii. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.
- iii. Corresponding author. Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.
- iv. Present/permanent address. If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

2.4 Submission checklist

The following list will be useful during the final checking of an article prior to sending it to AJSS for review. Please consult this Guide for Authors for further details of any item.

Ensure that the following items are present:

One author has been designated as the corresponding author with contact details:

- E-mail address
- Full postal address

All necessary files have been uploaded, and contain:

- Keywords
- All figure captions
- All tables (including title, description, footnotes)

2.5 Further considerations

- Manuscript has been 'spell-checked' and 'grammar-checked'
- All references mentioned in the Reference list are cited in the text, and vice versa
- For any further information please visit <http://www.aupc.info>

2.6 Ethics in Publishing

AJSS comply rigorously to the highest standards of ethical considerations for upholding research integrity and curbing the menace of plagiarism. Prior to the submission of an article, it is absolutely mandatory on the part of every prospective author to explicitly cite the source, including the specific page number in the case of a using prior research works.

2.7 Changes to authorship

At the time of initial submission, the authors are expected to convey the names, affiliations and addresses of authors associated with the article in question. Any changes to the list of authors will be subjected to the approval of Chief of Editor before the manuscript has been accepted mentioning therein the reason for the change in author list and written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement.

2.8 Subscription Fee

A subscription fee of PKR. 5000 will be payable by authors as stipulated charges for article publication.

3. Article structure

A typical article might include the following main sections.

3.1 Introduction

Containing objectives of the work and provide an adequate background.

The introduction should also justify why the topic of the paper is important and that the content is original. The summary of results should have been dealt with in the abstract.

3.2 Literature review, conceptual framework, hypotheses etc.

This section should extend the background to the article already dealt with in the introduction and lay the foundation for the work being reported. It should identify the most relevant previous literature on the topic in order to position the paper and demonstrate how it will make a significant contribution. It should justify the theoretical or conceptual framework adopted in the paper. It may identify a number of hypotheses to be tested or research questions to be explored. In short, this section should explain what the motivation for the paper is and why its contribution is original and significant.

3.4 Material and methods

Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described. The reader needs to know that the empirical data and/or other material are relevant, reliable and capable of supporting robust conclusions, and that the methodology is appropriate, systematic and rigorous.

3.5 Results

Results should be clear and concise.

3.6 Discussion

This should explore the significance of the results of the work, not repeat them.

3.6 Conclusions

The main conclusions of the study may be presented in a short Conclusions section. This section should also may make clear what is the original contribution of the paper, discuss the policy or management implications of the findings, provide a critical assessment of the limitations of study, and outline possible fruitful lines for further research.

4. Review Process

- i. All the manuscripts received for publications shall be subjected to a rigorous preliminary scrutiny by the Publication Committee and passing this initial criteria, the paper would be sent to internal and external reviewers having sufficient research background to review the manuscript in order to critique its material.
- ii. Under no circumstances, more than one paper of the same author (s) would be accommodated in the same issue of AJSS.
- iii. For major publications and presentations, the completeness or adequacy of reports may be assessed by the statistical tests employed, use of confidence intervals in reporting results and usage of significance testing in conjunction with an empirical review of the data.
- iv. Manuscript should be submitted to the Editor on: <http://www.aupc.info>
- v. Text should be double spaced with normal margins.
- vi. All figures and tables should be placed within the text, with clear numbering for tables and figures.
- vii. The first page of the manuscript should contain the following information:
 - a. Title of the Paper
 - b. The Name(s), affiliations(s) of the author(s) and Email Address.

- viii. The Second page shall contain the Abstract not exceeding 300 words and a maximum of 5 key words.
- viii. Manuscripts shall only contain references cited in the text.
- ix. The research paper shall follow proper APA 6th Edition Guidelines. The guidelines shall be followed both for the text and references at the end of the paper.
- x. It is assumed that the paper submitted is an original unpublished work and it has not already been published or submitted for publication elsewhere.
- xi. The articles submitted will be checked for plagiarism.
- xii. Initially the article will be reviewed internally, after initial review the article will be sent for review to external referees. Papers will be reviewed by through anonymous peer reviews.

5. The Role and Responsibilities of the Editorial Board

- i. Promote, facilitate, and monitor the timeliness of AJSS publication.
- ii. Propose policy guidelines for authorship of publications.
- iii. Ensure adherence to AJSS's publication policies.
- iv. Establish standards of excellence for publications.
- v. Adjudicate authorship when necessary.
- vi. Review, edit, and approve all publications and presentations prior to submission, enlisting the special assistance of AJSS committee members whenever appropriate.

Reviews will be conducted pursuant to the following general editorial responsibilities.

Abasyn University will maintain an up-to-date bibliography and repository of all publications and presentations pertaining to AJSS studies. It is the responsibility of the lead authors to provide AJSS with the most up-to-date version of any publications.