

JOURNAL OF MANAGEMENT MANUSCRIPT'S TEMPLATE: TITLE OF THE ARTICLE
[←TIMES NEW ROMAN, 14PT, BOLD]

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First Author's Name^a, Second Author's Name^b, Third Author's Name^c [← 12pt, bold]

^a First Author's Affiliation: Job Title, Department, Faculty, University, Country [← 12pt]

^b Second Author's Affiliation: Job Title, Department, Faculty, University, Country [← 12pt]

^c Third Author's Affiliation: Job Title, Department, Faculty, University, Country [← 12pt]

Abstract [← 12pt, Italic, bold]

Abstract should stand alone, means that no citation in abstract. The abstract should concisely inform the reader of the manuscript's purpose, its data and methods, its findings, and its implications. The abstract should state briefly 1) the purpose of the research, 2) research design and methodology, 3) the principal results, and 4) major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself. The abstract should be relatively non-technical, yet clear enough for an informed reader to understand the manuscript's contribution. The abstract should be unstructured, that is, one paragraph. An abstract is often presented separately from the article, so it must be able to stand alone. Non-standard or uncommon abbreviations should be avoided. The abstract should be relatively non-technical, yet clear enough for an informed reader to understand the manuscript's contribution. The abstract should be unstructured, that is, one paragraph. [← 11pt, Times New Roman, Italic]

Keywords: Word#1, Word#2, Word#3, Word#4, Word#5 [← 12pt, Times New Roman, Italic]

Introduction [Heading ← 12pt, Times New Roman, bold, Line space: after 6pt]

The SEUSL journal of management is an official peer reviewed journal of Faculty of Management & Commerce, South Eastern University of Sri Lanka. The principal purpose of the journal is to publish scholarly work in the areas of Commerce, Management, Economics, Finance, Business, and Information Technology. The journal will provide opportunities for senior and junior academics to publish their scholarly research works and will pave the way to the academics to commercialize their research findings. It also gives a platform to the postgraduate students to publish their research articles. [← 12 pt]

Literature Review [Heading ← 12pt, Times New Roman, bold, Line space: after 6pt]

After paper received from the author, it will be sent to the two blind experts for reviewing. The reviewers will evaluate the paper on the

basis of the following criteria; Significance and relevant of the topic to the field of management sciences, well addressed research problem, Originality of the content., Relevant and adequacy of the review of literature, Proper research methodology adopted, Organization of the contents, Quality of writing, Managerial implication of the research, References, Overall contribution of the research., Any other comments from the reviewers. After two evaluations from blind reviewers are received, the acceptance or rejection of their research paper will be notified via email to the author/s. [← 12 pt]

Journal of Management [Subheading ← 12pt, Times New Roman, Italic, Line space: after 6pt]

Since there is a benefit of exchanging knowledge via online, the journal of management will be published online through SEUSL website twice a year (April & October). The journal of management will

also be published as printed journal with ISSN 1391-8230.

Methodology [Heading ← 12pt, Times New Roman, bold, Line space: after 6pt]

The manuscripts should be in MS-Word format. It should be single spaced with 1-inch margins with 'Times New Roman' and font size 12. The manuscripts must be submitted without the author/s name in the paper so that reviewers will be unable to see the authors' name. A paper ID will be issued with acknowledgement notice of the article via email within a week. The author/s are required to mention paper ID while they inquire. In the first page of the research paper (cover page), full names of authors along

with addresses of affiliated institution/s, correspondence address and email address of the authors should be given. These details should not be given anywhere in the manuscript. The manuscripts should be limited to 20 pages in A4 size paper. An abstract should be given at the beginning of the research article should be within 100- 150 words. Tables should be numbered properly. The title of the table must be given above the table. Figures should also be numbered properly. The source should be written at the bottom and the relevant title of figure or diagram above the figure. References should be given at the end of the paper. All references should be arranged alphabetically. Harvard style of citation and referencing should be followed.



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Figure 1: Example of a Figure Caption. [← 12 pt]

Results and Discussion [Heading ← 12pt, Times New Roman, bold, Line space: after 6pt]

For Results, provide sufficient detail to allow the results to be meaningful and informative. For Discussion, this should explore the

significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature. [← 12 pt]

Table 1: Example of a Table Caption.[← 12 pt]

Table Head [← 12 pt, Bold, Center]	Table Head [← 12 pt, Bold, Center]	Table Head [← 12 pt, Bold, Center]	Table Head [← 12 pt, Bold, Center]
Table cells [← 12 pt, Left]	Table cells [← 12 pt, Center]	Table cells [← 12 pt, Center]	Table cells [← 12 pt, Center]

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One of the main objects of the discussion is to set forth a complete and plausible explanation or theory for what was found. No one knows the subject of your research as well as you do; on the other hand, the average reader has no time to re-read the discussion if he/she did not understand it the first time around. You do not want the reader to go through your paper several times to understand it -he/she simply will not. You have to be clear and logical in what you say and explain it in a way that makes sense the first time around. This is the most difficult part of writing a discussion. [← 12 pt]

Conclusion and Recommendation
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For Conclusions, the main conclusions of the study may be presented in a short Conclusions section, which may stand alone. **References List:** authors are expected to adhere to the guidelines of APA (American Psychological Association). Please ensure that every reference cited in the text is also present in the reference list (and vice versa). References should be arranged first alphabetically and then further sorted chronologically if necessary. More than one reference from the same author(s) in the same year must be identified by the letters 'a', 'b', 'c', etc., placed after the year of publication. [← 12 pt]

References [Heading ← 12pt, Times New Roman, bold, Line space: after 6pt]

Sithy Safeena, M. G. H., & Samsudeen, S. N. (2021). Example of article name. *Journal of Management*, 15(1), 1-10.

Reference to an article in online journals or online first [DOI]:

Sithy Safeena, M. G.H., & Sanjeetha, M. B. F. (2021). Example of article name. *Journal of Management*, 15(1), 1-10. DOI or Link URL.

Reference to a book (ISBN):

Samsudeen, M. M. (2020). *Beginners' Guide to Information Technology* (2nd ed.). Sri Lanka, Lanka book depot.

Sithy Safeena, M. G. H., & Samsudeen, S. N. (2021). Example of Book Name (2nd ed.). Seusl, Sri Lanka: Publisher Name

Reference to a thesis for doctorate:

Sithy Safeena, M. G.H (2021). Sample thesis name for journal of management. Sri Lanka: Doctorial dissertation, Jaffna University

For published conference proceedings:

Shiraj, M. M. (2015). The impact of using computerized accounting systems (CAS) in financial reporting among SMEs:(Special Reference to the South Eastern Region, Sri Lanka). In 5th International Symposium–2015 South Eastern University of Sri Lanka.

For newspaper articles:

Sanjeetha, M. B. F. (2021). Example article for journal of management. SEUSL News, 19 May, Section 3-4. Seusl, Sri Lanka.

For Internet resources:

Sithy Safeena, M. G. H., & Shiraj, M. M. (2021). Example article for journal of management, research, and journal?. SEUSL Newsletter. Retrieved May 30, 2021, from <<URL>>.