Author Guidelines

Journal of Management and Digital Transformation (JMDTr)

1. Manuscript Submission

- Authors are required to submit manuscripts electronically via the Open Journal Systems (OJS) platform or by email.
- Each manuscript should include the author's full name, institutional affiliation, ORCID iD, manuscript title, abstract, three to six keywords, and, for manuscripts in economics, management, and related disciplines, one to three JEL Classification codes.
- The recommended length of a manuscript is 15–25 pages, including tables, figures, and references.
- Only original manuscripts will be considered for publication. Submitted manuscripts must not have been previously published or be under consideration for publication elsewhere.
- All submitted manuscripts undergo a double-blind peer review conducted by independent reviewers.

2. Manuscript Formatting Requirements

Page margins:
- Top: 2.5 cm
- Bottom: 2.5 cm
- Left: 2.5 cm
- Right: 2.5 cm

First-line paragraph indent: 1.25 cm.

Author Information

Author's name – Times New Roman, 11 pt
ORCID iD – Times New Roman, 11 pt
Affiliation – Times New Roman, 11 pt
Email address – Times New Roman, 11 pt

11 pt

11 pt

11 pt

Title – Arial, 14 pt, Bold.

11 pt

11 pt

11 pt

Abstract: Times New Roman, 10 pt, maximum 10 lines.

Keywords: Provide 3–6 keywords. Times New Roman, 10 pt.

Include one to three JEL Classification codes for manuscripts in economics, management, and related disciplines. Times New Roman, 10 pt.

3. Main Text

Section headings – Arial, 11 pt, Bold.
Spacing before heading: 9 pt.
Spacing after heading: 6 pt.

Main text – Times New Roman, 11 pt.
Single line spacing.

4. Figures, Tables and Photographs

Figures, photographs and tables should be numbered consecutively, centred and embedded within the text.

Captions below figures and photographs should be left-aligned.

Example:
Figure 1. Times New Roman, 11 pt, Bold.
Spacing after caption: 6 pt.

Source: Times New Roman, 9 pt, Italic.

All figures and tables must include:
• a consecutive number;
• a title;
• a complete source reference.

5. References and Citation Style

The Journal follows the APA 7th edition (author–date) referencing style.

In-text citations:

- (Porter, 1985)
- (Porter & Kramer, 2019)
- (Kotler et al., 2021)

Direct quotations should include page numbers, e.g. (Porter, 1985, p. 125).

References

References heading: Arial, 11 pt, Bold.
Reference entries – Times New Roman, 11 pt.

The reference list should appear after the main text, contain only works cited in the manuscript, be arranged alphabetically and include DOI hyperlinks where available.

Reference Examples (APA Style, 7th Edition)

Book

Porter, M. E. (1985). *Competitive advantage: Creating and sustaining superior performance*. Free Press.

Journal Article with DOI

Vial, G. (2019). Understanding digital transformation: A review and a research agenda. *The Journal of Strategic Information Systems*, *28*(2), 118–144. https://doi.org/10.1016/j.jsis.2019.01.003

Book Chapter

Hatt, B. (2007). *Growing up as poor, white trash: Stories of where I come from.* In J. A. Van Galen & G. W. Noblit (Eds.), *Late to class: Social class and schooling in the new economy* (pp. 19–28). State University of New York Press.

Website

OECD. (2024). *OECD.AI Policy Observatory*. https://oecd.ai/

Additional Information for Authors

Authors are responsible for preparing citations and references in accordance with APA 7th edition.

The Editorial Office reserves the right to return manuscripts for revision before peer review if they do not comply with the Journal's formatting and referencing requirements.

A substantial proportion of the literature cited should normally have been published within the last five years, unless the nature of the research justifies the use of earlier sources.

If generative artificial intelligence tools (e.g. ChatGPT, Claude, Gemini or Microsoft Copilot) have been used during manuscript preparation, authors must disclose the nature and extent of such use in a separate statement placed immediately after the References section. The use of AI tools does not diminish the author's responsibility for the accuracy, originality, integrity, and scientific quality of the manuscript.