

Rules of the Journal, Business & Accounting Review

Journal Editorial Committee

I . Business & Accounting Review is an academic journal to support the research activities of the Association for the Study of Business and Accounting members, who are IBA Kyojyu (professor), Jyun Kyojyu (associate professor), Jyokyo (assistant professor), and Sennin Koshi (assistant professor). In principle, B & A is published twice a year. Copyright of the articles, including the right of public transmission, belongs to the Association for the Study of Business and Accounting, Kwansai Gakuin University. The electronic version of the articles shall be open to the public in KGU repository.

II . Qualifications for submission

Qualifications are as below.

Tenured faculty members and fixed-term practitioner faculty members of IBA, Kwansai Gakuin University.

III Manuscripts for Publication

The IBA Journal Editorial Committee will decide on the publication of submitted papers.

IV. Submission of manuscripts

1. Articles should be categorized in either of the following.

Academic article, research note, case note, book review, or translation.

The number of pages should be around 20 pages.

*In the event that there is a concern about exceeding the annual budget, the author(s) of manuscript in excess of 20 pages will be charged up to a ceiling of 5000 yen per each page in excess of the first 20 pages. (The same applies to multiple articles submitted by a single author.)

2. Co-writing with Ph.D. students or research fellows of IBA, and outside-of-university persons is also accepted.
3. Document page setting should comply with the following.

Style: Microsoft Word, text data, or TeX (mathematical formula)

B5 paper, 80 one-byte characters per line, 33 lines per page

Font size

Title: 16 points

Sub title: 11 points

Author's name: 10 points (Title and author's name: 7-line)

Abstract: 8 points 74 one-byte characters per line

Numbers (I , II ...): 10 points (two-line)

Body text: 9 points

Note, Reference: 8 points, 86 one-byte characters per line, 39 lines per page

4. The recommended number of pages per article is 20 pages. Mathematical formulas, figures, tables, and notes should also be counted to fit in the number of pages.
5. Write the abstract within 120 words in addition to the body text. Submit Application Form for Business & Accounting Review with the article.
6. Article content should be organized using the following numbers.

I

II

1

2

(1)

(2)

(a)

(b)

7. Notes and references should be written after the body text collectively; however, there's no rule for citing the reference. It should comply with the rules of the academic society that the author belongs to.
8. Fulfill the conditions set forth above and submit the electronic version of the article to IBA Library (ibalibrary@kwansei.ac.jp).
9. Articles should be completed at the time of submission so that there will not be amendment or insertion at the time of proofreading. There shall be twice of proofreading for the articles.
10. Authors should be responsible for proofreading the articles (including the author's name and the title of the content page). Editorial committee and administrative assistant are in charge of proofreading the cover, page number, author introduction, and publication data.
11. Submission deadline shall be as follows.

Application deadline	Submission deadline	Publication
June 30 th	September 15 th	December 30 th
January 10 th	March 15 th	June 30 th

12. Amendments or abolition of the Rules of the Journal shall be decided by the Board of IBA Trustees after deliberation by the IBA Journal Editorial Committee.

1. These Writing Guidelines shall come into effect on July 1st, 2009
2. Amended on September 29th, 2009
3. Amended on April 28th, 2010
4. Amended on July 27th, 2010
5. Amended on March 16th, 2011
6. Amended on April 4th, 2012

7. Amended on August 27th, 2012
8. Amended on December 17th, 2012
9. Amended on March 13th, 2013
10. Amended on June 12th, 2013
11. Amended on November 27th 2013
12. Amended on October 24th 2019
13. Amended on March 9th 2022
14. Amended on January 1st, 2024

Items of Agreement

This Rules of the Journal will be applied from *Business & Accounting Review* vol.34, scheduled for publication in June 2024. However, in case that the papers by authors of qualification II and III with the former Writing Guidelines cannot be published in vol. 33 due to the time constraints required for peer review will be published in vol. 34 onwards after the approval of the IBA Journal Editorial Committee.

[Where to Submit / Contact]

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