

GUIDELINES TO CONTRIBUTORS

EDITORIAL OBJECTIVES

The objective of the ***DLSU Business & Economics Review*** (*DLSU B&E Review*) is to publish high quality theoretical, empirical, and methodological research in the fields of accounting, business management, commercial law, economics, finance, and marketing. Since it is the major academic journal of the Ramon V. Del Rosario – College of Business (RVR-COB) and the School of Economics (SOE) of De La Salle University, the articles published must meet high standards of scholarship. They should make significant contributions to the business and economics discipline, and stimulate interest in further research.

EDITORIAL POLICIES

In line with the objective of the *DLSU B&E Review*, priority shall be given to the following:

- *Theoretical research*: Studies that explore or test theoretical issues and provide additional insights on the issues;
- *Empirical research*: Studies that re-examine important empirical work using alternative theoretical or empirical frameworks, or a different data set. These studies often involve experimental designs and multivariate techniques that examine relationships among variables;
- *Methodological research*: Studies that present new approaches in analyzing data or addressing research problems; and
- *Review articles*: Surveys that review and critically evaluate the literature. A review article must go beyond summarizing previous research. It must provide a critical and integrative evaluation of prior research, develop a conceptual framework to explain contradictory findings, and suggest directions for further research.

The *DLSU B&E Review* also encourages and welcomes papers that use an interdisciplinary approach (e.g., law and economics) in analyzing issues, as well as those that use multiple research methods to support hypotheses.

In addition to the above types of articles, the *DLSU B&E Review* also welcomes critiques, short notes, or comments on previously published articles and consequently, rejoinders from the authors of these articles. Short articles that are not “full-blown” research papers, but their content adds new insights into or knowledge to their respective fields will be considered. These short articles and comments shall be included under a separate section, “Research Notes.”

Reviews of new books (published no more than one year prior to the review date) will also be considered. The review of a second or a revised edition is discouraged, unless the revisions are substantial. Reviews of textbooks will not be considered. A separate section, “Book Reviews”, will be added to the journal issue when necessary.

PUBLICATION DETAILS

The *DLSU B&E Review* is published twice a year, every July for Issue 1 and January for Issue 2. Unless otherwise noted, the ideas, opinions, and conclusions expressed in the *DLSU B&E Review* are those of the authors and not necessarily those of the editorial board or the management and staff of De La Salle University.

REVIEW PROCESS

Papers are reviewed by the Advisory Editorial Board [Ed: or “an advisory editorial board”] and invited experts in the fields of accounting, business management, commercial law, economics, finance, and marketing. From the pool of articles reviewed, six or more papers are reviewed again by the editor-in-chief. If major revisions are required, the papers are sent back to the authors for revision and re-submission. Each author of a paper not accepted is given a written notice of the action taken on his/her paper. The editorial board of the *DLSU B&E Review* reserves the right to keep copies of all papers submitted.

SUBMISSION OF INITIAL MANUSCRIPT

Authors may e-mail their submissions to the editor-in-chief at tereso.tullao@dlsu.edu.ph and the managing editor at john.paolo.rivera@gmail.com.

STYLE GUIDELINES

A manuscript should be written in APA 6th Edition style. It should be typed double-spaced, on 8½ x 11-inch white bond paper, with a margin of one inch on all sides. It should not exceed 30 pages, inclusive of text, tables, figures, references, and appendices. The manuscript should be typed with Arial or Times New Roman 12 pt. font. The right-hand margin should have justified alignment. Equations must be numbered. Footnotes should not be used for reference purposes and should be avoided when possible. All references and/or content notes must be placed at the end of the text. A detailed set of style guidelines will be sent to the author once a manuscript is accepted for publication.

SUBMISSION OF FINAL MANUSCRIPT

The author of a manuscript accepted for publication should submit the final version of the manuscript to the editor-in-chief and managing editor via electronic mail. The preferred word processor for the final version is Microsoft Word. The author should also submit a short profile for inclusion in the “The Contributors” Section. It should include the complete name of the author, academic and/or professional affiliations, and educational background.

DLSU BUSINESS & ECONOMICS REVIEW

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Phone: (632) 524-4611 to 26 loc 271; (632) 523-4281 (*direct line*); (632) 523-4281 (*fax*)

E-mail: castanaresj@dlsu.edu.ph

Website: <http://www.philjol.info>