

FULL BOOK CHAPTER SUBMISSION GUIDELINES

(Aligned with Springer & Wiley Publishing Standards)

1. Chapter Structure

Each chapter should be structured as follows:

1. **Title of the Chapter**
2. **Author(s) Full Name, Affiliation, ORCID ID, Email**
3. **Abstract** (150–250 words)
4. **Keywords** (4–6 words/phrases)
5. **Introduction**
6. **Main Content / Sections & Sub-sections**
7. **Conclusion / Recommendations / Future Scope**
8. **References**
9. **Appendices & Annexures (if any)**

2. Formatting Requirements

Item	Specification
File Format	Microsoft Word (.docx)
Page Size	A4
Font Style	Times New Roman
Font Size	12 pt (main text), 14 pt bold (titles), 12 pt bold (subtitles)
Line Spacing	1.5
Margins	1 inch (2.54 cm) on all sides
Paragraph Alignment	Justified
Length	5000 – 7000 words including tables, figures, references
Figures / Tables	Editable, high resolution (300 dpi), clearly numbered and titled
Referencing Style	APA 7th Edition (for Wiley/Springer suitability)

3. Figures, Tables, and Illustrations

- All figures, tables, charts, and diagrams must be **clear, high-resolution, and original**, or permissions must be cited.
- Place figures/tables **within the text** near their first reference.
- **Number sequentially** (Table 1, Fig. 1, etc.).
- For images and diagrams, **PNG/JPEG** format should be supplied separately as well.

4. Citation and Referencing

Follow **APA 7th Edition** style for in-text citation and referencing.

Examples:

- **In-text:** (Porter, 2022), or Porter (2022) stated...
- **Reference Style:**
Porter, M. (2022). *Competitive Strategy*. Harvard Business Review Press.

Minimum **15–20 scholarly references** (journal papers, books, reports).

Avoid Wikipedia and non-academic sources.

5. Plagiarism Policy

- Similarity index must be **below 10%** excluding references
- Chapters exceeding the limit will be returned for revision or rejected.

6. Authorship & Ethics

- Maximum **4 authors** per chapter.
- Contribution declaration may be requested if necessary.
- Submission implies that the work is **original, unpublished, and not under review elsewhere**.