

Information for Authors

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- Subject suitable for the publication in FOM,
- Scientific problem – original, important,
- Research methods or research tools – accuracy,
- Predicted results – important for the science,
- Predicted results – important for the practice,
- Presentation and content organization,
- Abstract – adequate, informative,
- Conclusions – clear, justified,
- Tables, Figures – necessary,
- English.

The journal does not have article processing charges (APCs) nor article submission charges. The authors and reviewers did not receive any remuneration. Questions related to transmission and publication of the articles should be addressed at: fom.wz@pw.edu.pl.

Foundations of Management (FoM) editorial staff kindly informs that due to numerous misunderstandings authors hereinafter will not be provided with hard copies of letters of acceptance, nor review printouts.

GUIDELINES FOR AUTHORS OF PAPERS PUBLISHED IN FOUNDATIONS OF MANAGEMENT (title max 180 characters)

Forename LASTNAME author(s), data affiliation, e-mail

Abstract: text, max 1200 characters.

Keywords: list of max 15 keywords, separated by commas.

JEL: JEL classification codes (max 5)¹.

1 Format of the text

The paper must be written in English, in electronic version, prepared in MS Word. The preferred size of FoM articles is 30 000 – 40 000 characters in a text.

1.1 Layout of the paper

The paper must be prepared on A4-sized sheets, 210 by 297 mm. The text must be typed in a single-column, in Times New Roman 12pt with a 1,15 multiple spacing.

1.2 Section numbering and headings

Section numbering is 1, 2, ... For subsections use numbering like: 1.1, 1.2, ..., 1.1.1, 1.1.2 Do not use deeper hierarchy. Headings of section and subsection should be typed in bold letters.

2 Equations, figures, tables

The number of equation must be placed on the right side, enclosed in parentheses, e.g.:

$$I_i = \nabla(R_x, \dots)_s \quad (14)$$

Figures and tables should be editable - prepared in MS Word, and must be placed in the appropriate places in the text. Figures and tables must be described, in order to allow correct interpretation (usage of a legend of symbols, terms and abbreviations). Examples of descriptions of the figure and the table: Figure 2. The object and its elements ... Table 1. Classes of resources ... (Arabic numerals).

3 Citations

Citations, references and bibliography should be formatted in Harvard style², for example:

- author's name cited in the text: according to Black (2010, pp.43-56)...; making reference to published work

¹ <https://www.aeaweb.org/jel/guide/jel.php?class=G>

² <http://libweb.anglia.ac.uk/referencing/harvard.htm>

(Black, 2010)...; further research (Black, et al., 2011)...; recent research (Black & White, 2009; Black, 2013) suggests that...

- several works by one author: as suggested by Black (2009; 2011a, 2011b)...

4 References

The list of references at the end of the paper must be in an alphabetical order. If the title of the monograph, chapter, article or conference paper is not in English, you must provide the English translation in parentheses after the original title. The list of bibliography must be formatted in Harvard style, for example:

- Monograph:

Poe, V., Klauer, P., Brobst, S., 1998. *Building a Data Warehouse for Decision Support*. New York: Prentice-Hall Inc.

- Monograph under the editing:

Ansoff, H.I. ed., 1965. *Corporate Strategy*. New York: McGraw-Hill.

- Chapter of the monograph under the editing:

Wilson, D.C., 1992. *Organizational Structures in the Voluntary Sector*. In: J. Batsleer ed., C. Cornforth, R. Paton, 1992. *Issues in Voluntary and Non Profit Management*. Wokingham: Addison-Wesley, pp.45-93.

- Article in the journal:

Barney, J., 1986. Organizational culture: can it be a source of sustained competitive advantage? *Academy of Management Journal*, 28(7), pp.56-65.

Ridder, H., McCandless, A., 2008. Influences on the Architecture of Human Resource Management in Nonprofit Organizations: An Analytical Framework. *Nonprofit and Voluntary Sector Quarterly*, 39(1), pp.124-141, <https://doi.org/10.1177/0899764008328182>.

- Conference report:

Krupa, T., Gąsioriewicz, L., 2006. IT Strategies in Digital Economy - Selected Problems, Polish Experiences. In: *Int. Conf. Emerging Trends and Challenges in Information Technology Management*. Washington D.C., USA, 21-24 May 2006. Washington: Information Resources Management Association (IRMA), pp.242-246.

- Online newspaper articles:

Chang, C., 2006. When service fails: the role of the salesperson and a customer. *Psychology and Marketing*, 23(3), pp.203-223. [online] Available at: [bin/fulltext?ID=112394878&PLACEBO=IE.pdf&mode=pdf](#) [Accessed 22 August 2012].

- The reference to the monograph or to an article in a language other than English:

Schuster, H.G., 1995. *Chaos deterministyczny. Wprowadzenie (Deterministic Chaos. Introduction)*. Warszawa – Wrocław: Wydawnictwo Naukowe PWN.

5 General notice - ethical standards

A paper may describe original work, discuss a new method or application, or present a survey of recent work in a given field. Concepts and underlying principles should be emphasized, with enough background information in order to orient the reader who is not a specialist in the subject. A paper submitted to the Journal should not be published elsewhere, including the World Wide Web, nor should it be submitted to another publication, or to a conference concurrently. When preparing the article, please observe the following rules:

- Present the origins, purpose, results of the article, and its justifications and significance,
- Specify the sources of funding for the research presented in the scientific paper,
- Justify the originality of the research problem,
- Demonstrate the importance of results for the science and practice,
- Justify the methods and tools used in research,
- Summary & conclusions are not the place to add new or completing aspects of which we forgot in the previous segments of the article,
- Avoid linking to web pages with the unproven and uncertain durability,
- Prefer to rely on others rather than your own articles, even if also published in FoM,
- Use footnotes for more precise positioning and presentation of source materials and explaining the concepts belonging to the canon of management sciences,
- Avoid adding unoriginal drawings or results based on simple borrowings from other sources,
- If necessary, make a professional proofreading of your manuscript.

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