



Guidelines for Research papers

Format	All files should be submitted as a Word document
Article Length	Articles should be between 5000 and 6000 words in length.
Article Title Page	<p>An Article Title Page should be submitted alongside each individual article. This should include:</p> <ul style="list-style-type: none">• Article Title• Author Details (see below)• Acknowledgements• Structured Abstract (see below)• Keywords (see below)
Author Details	<p>Details should be supplied on the Article Title Page including:</p> <ul style="list-style-type: none">• Full name of each author• Affiliation of each author, at time research was completed• Where more than one author has contributed to the article, details of who should be contacted for correspondence• E-mail address of the corresponding author
Keywords	Please provide up to 10 keywords on the Article Title Page , which encapsulate the principal topics of the paper.
Proposed structure of the paper	<ul style="list-style-type: none">• Introduction/ Research questions/Objectives• Conceptual Background/Literature review

- Methodology
- Research findings and analysis
- Discussion/Implications for HRD practice
- Recommendations/Conclusion
- References
- Appendix

<p>Headings</p>	<p>Headings must be concise, with a clear indication of the distinction between the hierarchy of headings.</p> <p>The preferred format is for first level headings to be presented in bold format and subsequent sub-headings to be presented in medium italics. Authors are invited to use the designated Word Document template (which can be downloaded at: www.hrd-conference.com).</p>
<p>Notes/Endnotes</p>	<p>Notes or Endnotes should be used only if absolutely necessary and must be identified in the text by consecutive numbers, enclosed in square brackets and listed at the end of the article.</p>
<p>Figures & Tables</p>	<p>All Figures and Tables should be of high quality, legible and numbered consecutively with arabic numerals.</p>
<p>References</p>	<p>References to other publications must be in Harvard style and carefully checked for completeness, accuracy and consistency. This is very important in an electronic environment because it enables your readers to exploit the Reference Linking facility on the database and link back to the works you have cited through CrossRef.</p> <p>You should cite publications in the text: (Adams, 2006) using the first named author's name or (Adams and Brown, 2006) citing both names of two, or (Adams <i>et al.</i>, 2006), when there are three or more authors. At the end of the paper a reference list in alphabetical order should be supplied:</p>
<p><i>For books</i></p>	<p>Surname, Initials (year), <i>Title of Book</i>, Publisher, Place of publication.</p> <p>e.g. Harrow, R. (2005), <i>No Place to Hide</i>, Simon & Schuster, New York, NY.</p>
<p><i>For book chapters</i></p>	<p>Surname, Initials (year), "Chapter title", Editor's Surname, Initials, <i>Title of Book</i>, Publisher, Place of publication, pages.</p>

e.g. Calabrese, F.A. (2005), "The early pathways: theory to practice – a continuum", in Stankosky, M. (Ed.), *Creating the Discipline of Knowledge Management*, Elsevier, New York, NY, pp. 15-20.

For journals

Surname, Initials (year), "Title of article", *Journal Name*, volume, number, pages.

e.g. Capizzi, M.T. and Ferguson, R. (2005), "Loyalty trends for the twenty-first century", *Journal of Consumer Marketing*, Vol. 22 No. 2, pp. 72-80.

For published conference proceedings

Surname, Initials (year of publication), "Title of paper", in Surname, Initials (Ed.), *Title of published proceeding which may include place and date(s) held*, Publisher, Place of publication, Page numbers.

e.g. Jakkilinki, R., Georgievski, M. and Sharda, N. (2007), "Connecting destinations with an ontology-based e-tourism planner", in *Information and communication technologies in tourism 2007 proceedings of the international conference in Ljubljana, Slovenia, 2007*, Springer-Verlag, Vienna, pp. 12-32.

For unpublished conference proceedings

Surname, Initials (year), "Title of paper", paper presented at Name of Conference, date of conference, place of conference, available at: URL if freely available on the internet (accessed date).

e.g. Aumueller, D. (2005), "Semantic authoring and retrieval within a wiki", paper presented at the European Semantic Web Conference (ESWC), 29 May-1 June, Heraklion, Crete, available at: <http://dbs.uni-leipzig.de/file/aumueller05wiksar.pdf> (accessed 20 February 2007).

For working papers

Surname, Initials (year), "Title of article", working paper [number if available], Institution or organization, Place of organization, date.

e.g. Moizer, P. (2003), "How published academic research can inform policy decisions: the case of mandatory rotation of audit appointments", working paper, Leeds University Business School, University of Leeds, Leeds, 28 March.

For encyclopedia

Title of Encyclopedia (year) "Title of entry", volume, edition,

<p><i>entries (with no author or editor)</i></p>	<p>Title of Encyclopedia, Publisher, Place of publication, pages.</p> <p>e.g. <i>Encyclopaedia Britannica</i> (1926) "Psychology of culture contact", Vol. 1, 13th ed., Encyclopaedia Britannica, London and New York, NY, pp. 765-71.</p> <p>(For authored entries please refer to book chapter guidelines above)</p>
<p><i>For newspaper articles (authored)</i></p>	<p>Surname, Initials (year), "Article title", <i>Newspaper</i>, date, pages.</p> <p>e.g. Smith, A. (2008), "Money for old rope", <i>Daily News</i>, 21 January, pp. 1, 3-4.</p>
<p><i>For newspaper articles (non-authored)</i></p>	<p><i>Newspaper</i> (year), "Article title", date, pages.</p> <p>e.g. <i>Daily News</i> (2008), "Small change", 2 February, p. 7.</p>
<p><i>For electronic sources</i></p>	<p>If available online, the full URL should be supplied at the end of the reference, as well as a date that the resource was accessed.</p> <p>e.g. Castle, B. (2005), "Introduction to web services for remote portlets", available at: http://www-128.ibm.com/developerworks/library/ws-wsrp/ (accessed 12 November 2007).</p> <p>Standalone URLs, i.e. without an author or date, should be included either within parentheses within the main text, or preferably set as a note (roman numeral within square brackets within text followed by the full URL address at the end of the paper).</p>