

Instructions for Authors

Review process

All manuscripts submitted to JBE are subject to editor and peer review. The corresponding author should submit the paper to the journal in MS Word format via email (douglasmitchellconsulting@protonmail.com). The editor will determine if the paper is appropriate, original and interesting. If not, the paper will be desk rejected without being reviewed. The manuscript review should not take more than 4-6 weeks. Reviews are then submitted to the editor with a recommendation to accept or reject – perhaps with a request for revision before it is reconsidered. The editor has the final say regarding publication. The editor will send a timely decision email to the corresponding author including any relevant reviewer comments. The comments from reviewers are anonymous.

Manuscript preparation

All manuscripts are expected to be prepared as one editable MS Word document complete with text, tables, figures, references and any appendix included following the format guidelines. Manuscripts should be written in English. Title, author(s), affiliations, abstract, keywords and JEL classifications should all be included on a title page as the first page of the manuscript file.

Figures and tables

All figures, tables and photographs must be submitted as proportional inserts to your Word document. Tables and equations should be in an editable rather than image version. Tables must be edited with Word or Excel. Equations must be edited with Equation Editor. Figures, tables and equations should be numbered and cited as Figure 1, Figure 2, Figure 3, etc. in sequence.

Submission preparation

Before submission, type your manuscript strictly following the manuscript template. The general typeface and point size is Times New Roman, 12 pt. This journal is free to the author and downloaders, take it easy on the editor please. Please identify the corresponding author.

Copyright

For all articles published in JBE, copyright is retained by the authors. Articles are licensed under an open access [Creative Commons CC BY 4.0](https://creativecommons.org/licenses/by/4.0/) license, meaning that anyone may download and read the paper for free. In addition, the article may be used and quoted provided that the original published version is cited. These conditions allow for maximum use and exposure of the work, while ensuring that the authors receive proper credit.

References format

Please follow APA format below. Order references alphabetically.

In-text citations

The basic elements needed for an in-text citation are the author's surname and the publication year. Sometimes, page numbers are also included, especially when quotes are mentioned in the text. In-text citations are mentioned in the text in two ways: as a narrative citation or a parenthetical citation.

Narrative

Narrative citations are incorporated into the text and act as a part of the sentence. Usually, narrative citations use the author's name in the text and the publication year is enclosed in parenthesis after the name. An example of a narrative citation for one author is given below:

Barbarin (2013) examined socioemotional learning in children.

Parenthetical

Parenthetical citations add the author's name and the publication year at the end of the sentence in parenthesis. An example of a parenthetical citation is given below:

Inhibition and working memory in young children were studied extensively (Aase, 2014).

When are page numbers are included?

Page numbers are referred to within in-text citations when quotes are used. Examples of both narrative citations and parenthetical citations are given below.

Narrative:

Ahmed (2004, p. 44)

Ahmed (2004, pp. 53–56)

Parenthetical:

(Ahmed, 2004, p. 44)

(Ahmed, 2004, pp. 53–56)

Examples of in-text citations

Here are a few examples of in-text citations for a different number of authors:

Two authors

Separate the author surnames with an “and” in citations.

Narrative:

Popescu and Pennacchiotti (2010)

Parenthetical:

(Popescu and Pennacchiotti, 2010)

Three or more authors

Use the first author surname name followed by et al.

Narrative:

van Dijck et al. (2018)

Parenthetical:

(van Dijck et al., 2018)

Reference list entries

Book

The title of the book is set in italics and sentence case.

Template:

Author Surname, F. M. (Publication Year). *Title of the book*. Publisher.

Example:

Ahmed, S. (2014). *The cultural politics of emotion*. Edinburgh University Press.

Journal article

The title of the article is in sentence case. The first word of a subtitle is capitalized. The journal title and the volume number are set in italics. Use “<https://doi.org/>” before the DOI if available. If there is no DOI for an online journal, include the URL instead if available.

Template:

Author Surname, F. M. (Publication Year). Article title: Subtitle. *Journal Title*, Volume(issue), page range. URL or DOI if available.

Example:

Collins, R. (2004). Rituals of solidarity and security in the wake of terrorist attack. *Sociological Theory*, 22(1), 53–87.

Newspaper or magazine article

Newspaper and magazine articles take the same style. The title of the article is in plain text and sentence case; the title of the newspaper or the magazine is set in italics. Follow the format given in the template and example for setting the date, month, and year.

Template:

Surname, F. M. (Date of publication). Title of the article. *Title of the Newspaper or Magazine*. URL, necessary here.

Example:

TNN. (2021, July 18). Parents have a habit of comparing kids to others but you don't need to. *The Times of India*. <https://timesofindia.indiatimes.com//home/sunday-times/parents-have-a-habit-of-comparing-kids-to-others-but-you-dont-need-to/articleshow/84507857.cms>

Website

The webpage title is in plain text, while the Website name is set in italics. Follow the format given in the template and example for setting the date, month, year, and URL.

Template:

Author or Organization Name. (Year, Month Day of Publication). Webpage title. *Title of the Website*. URL necessary here.

Example:

Lamberth, H. (2021, August 12). Binge drinking is problem drinking: How to get back in control. *PSYCOM*. <https://www.psychom.net/binge-drinking-problem-drinking>

Reference entries for different number of authors

Two authors

Separate the author names by and.

Template:

Author Surname, F. M. and Author Surname, F. (Publication Year). Article title: Subtitle. *Journal Title*, *Volume*(issue), page range. DOI or URL if available.

Example:

Bernstein, B. and Solomon, J. (1999). Pedagogy, identity and the construction of a theory of symbolic control: Basil Bernstein questioned by Joseph Solomon. *British Journal of Sociology of Education*, 20(2), 265–279.

3 + authors

List all author names. Do not forget to insert and before the last author. The example given below is for three authors.

Template:

Author Surname, F. M., Author Surname, F. M. and Author Surname, F. M. (Publication Year). Article title: Subtitle. *Journal Title*, *Volume*(issue), page range. DOI or URL if available.

Example:

Pyysiäinen, J., Halpin, D. and Guilfoyle, A. (2017). Neoliberal governance and 'responsibilization' of agents: Reassessing the mechanisms of responsibility-shift in neoliberal discursive environments. *Distinktion: Journal of Social Theory*, 18(2), 215–235.