

Refereed Proceedings of Academy of Finance*
Style Sheet for 2021 Proceedings

Author name

*Since 2018, the Proceedings of the Annual Meeting of the Academy of Finance has been a refereed publication. Once all proceedings are submitted to the editor, the editor will compile the submissions and share that with no fewer than five members of the Academy of Finance. These members will be asked to identify which submissions do warrant inclusion in the Refereed Proceedings of the Academy of Finance. Factors considered are a.) Contribution to the finance literature and b.) Use of appropriate and persuasive grammar. Identified submissions will be excluded from the issue. It is believed that this process greatly enhances the quality of the Proceedings and value to authors.

In order to publish a high quality Proceedings certain standards and criteria have been established. Thus, all authors must follow the following instructions. First, however, you must make a critical decision regarding your paper's ultimate destination, as covered in the following section.

ABSTRACT/SUMMARY versus COMPLETE PAPER: All accepted papers for the 2021 Academy of Finance Meeting can be submitted to the Proceedings Editor as either an abstract/research summary or finished paper form. Abstracts/research summaries tend to run from one to four pages in length. If an Abstract/Summary is submitted, you may submit your complete paper to the Journal of Finance Issues for review following the meeting. If you submit the finished paper to the Proceedings Editor, you agree to forgo the opportunity to submit the same manuscript later to the *Journal of Finance Issues*. Of course, revised and improved manuscripts may be sent to the *Journal of Finance Issues*.

SUBMISSION DEADLINE: Send your materials in a WORD format. E-mail your submission directly to the **Proceedings Editor**, Tom Krueger (Thomas.krueger@tamuk.edu), no later than Monday, February 22, 2021.

MARGINS: The Proceedings is 8 1/2" by 11" (standard paper dimensions). Then set margin to 1 inch. In addition, place the title of your abstract or paper one inch below the top line on the first page (i.e., the margin is 1.5 (1.5")).

AUTHOR(S) NAME(S): Please do not use a cover sheet. On the first page, first author's name should be a double space below the title of the paper, both in 12 point font, not bolded, with an asterisk*, second author's name with two asterisks**, third author's name with three asterisks***, and so on. At the bottom of the first page, please give your title, department name, university, telephone number and email address (**see top and bottom of this page**).

TABLE AND BIBLIOGRAPHY: All tables must be numbered in roman numerals and placed just before the bibliography. Place references in the paper inside parentheses, (e.g., Fama 1993; Kohli 2014). Footnotes should be numbered and placed at the bottom of the page on which they appear. A bibliography containing all references, using APA citation style, should appear at the end of the paper.

FONT & OTHER REQUIREMENTS: Font should be in Times New Roman 12 point, fully justified. Place one blank line between subsections, subsection headings and paragraph. Indent first line of each new paragraph five space. All documents must be in a WORD format. Header and Footer information is as follows:

Headers & footers: Font size 8, Times New Roman

Header for odd number pages (after first): Aligned right, only one line, last names of authors and partial title of paper

Header for even numbered pages: Aligned left, only one line, 2020 Proceedings of the Academy of Finance

Pagination: Placed in the footer and have it centered, start with number 1 on the first page.

PUBLICATION FEE AND PAGE NUMBERS: While there is no charge for publishing papers or research summaries in the *Proceedings*, a small nominal \$15 fee is collected by MBAA-International for a flash drive containing the Proceedings. Editor Krueger will send flash drives to all participants. Copies of the 2021 Proceedings will also be posted on the Academy of Finance website.

If you do not follow the format and guidelines for the *Refereed Proceedings of the Academy of Finance*, your submission may not be published. If you have any problems, please contact Proceedings Editor Krueger.

*Raj K. Kohli, Professor of Finance, School of Business and Economics, IUSB, (574) 237-4144; rkohli@iusb.edu.