



Financial Services Commission
Mauritius

FSC Policy Research Group (PRG)

Phase I (2015 / 16)



General Guidelines for Publication and Authorship

Introduction and Scope

The FSC Policy Research Series provides the opportunity to experts / researchers participating in the FSC PRG programme to publish their manuscripts after undergoing solid adjudication by a world-class Editorial and Advisory Council.

Whilst drafting and finalising the manuscripts, the experts / researchers or authors, need to bear in mind that the readers will consist of academics, a range of government officials, business persons and consultants who are interested in the issues under research investigation.

The FSC will not, for the time-being, accept unsolicited submissions from other persons or researchers who wish to publish their research materials and papers, outside the FSC PRG programme.

Submission format

A soft copy of the manuscript should be saved as PDF file and submitted to the FSC for a first review by the Editorial and Advisory Council, in a sealed envelope.

Whenever manuscripts also include any other Supplementary material (like transcription record of interviews), this should be included with the initial submission for reviewing purposes.

Language

All manuscripts must be written in modern English language and fully proof-read for grammatical and spelling errors, in advance of submission. Word choices and sentence constructions which may cause prejudice against any person on the basis of gender, racial or sexual orientation should be avoided.

Word Limit

A length of manuscript between 8000-10000 words would be considered acceptable. This word limit shall exclude tables, figures and references.

Structure of Manuscripts

The structure of manuscripts must include an Abstract, Keywords, Introduction, Materials and Methods of Research, Results, Discussion, Conclusion, Artwork, Tables with Captions, References.

Manuscripts must be structured and divided into clearly defined sections, such as 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc.

Figures and tables

Figures and tables must, as far as possible, be placed next to the relevant text in the manuscript.

References

Harvard referencing style must be followed in the manuscript.

Every reference cited in the text of the manuscript must also be present in the reference list (and vice versa).

Web references, where applicable, can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list. In this respect, the full URL should be also given and the date when the reference was last accessed, as a minimum.

Appendices

If there is more than one Appendix, they should be identified as A, B, etc. Formulae and equations in Appendices should be also given separate numbering: Eq. (A.1), Eq. (A.2), etc. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

Footnotes

Footnotes should be used only when necessary. They have to be numbered consecutively throughout the manuscript.

Editorial and Advisory Council

Composition:

The Editorial and Advisory Council is consisted of Associate Editors, all of whom, are leading professors, researchers and thinkers, in their respective fields.

Names of Associate Editors

The list of Associate Editors is available on the website of the FSC at (www.fscmauritius.org/prg).

All manuscripts will be reviewed by one or more of the above Associate Editors of the Editorial and Advisory Council.

Depending on the first stage of reviewing by the Editorial and Advisory Council, subsequent amendments, as required, must be made to manuscripts.

Manuscripts can, as a matter of fact, be subject to one or more than one review stage(s) before they are either accepted or rejected for final publication in the Policy Research Series.

At each of the review stages, a fresh and newly editable file of the manuscripts must be submitted, as applicable.



Financial Services Commission

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