



THE CHARTERED INSTITUTE OF BANKERS OF NIGERIA
(Incorporated in 1976 and Chartered by Decree 12 of 1990 now Act No. 5 of 2007)

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THE JOURNAL OF BANKING

GUIDELINES FOR ARTICLE SUBMISSION

THE PUBLICATION

The Journal of Banking is a research and policy-based publication of The Chartered Institute of Bankers of Nigeria (CIBN), a foremost professional banking Institute in Nigeria. The Journal of Banking is a publication focusing on topical issues in the core areas of banking and finance as well as other related disciplines with emphasis on implications for banking policy.

The Editorial Board of the Journal is therefore using this medium to call for original topical articles/papers for publication in the Journal from practicing professionals, academics, researchers and policy review analysts, in the area of banking and finance and associated areas.

ARTICLE FORMAT:

1. Submission of an article for publication in **The Journal of Banking** presupposes that the article has never been previously published, nor is it being concurrently submitted for publication elsewhere.
2. Articles published in the Journal of Banking shall not be submitted for publication in other Journals.
3. All articles must be well researched on contemporary issues in the field of banking, finance, economics and other related areas.
4. Articles should be typed double spaced on A4 size paper and should not exceed 20 pages, references, appendices and footnotes inclusive.
5. Abstract should be submitted alongside the completed journal article.
6. The cover page should contain the following information:
 - Title of the Article
 - Name of the Author(s) (Degree(s) optional)
 - Institutional Affiliation of the Author(s)
 - E-mail Address(es) of the Author(s)
 - Phone Number(s) of the Author(s)
 - Brief biodata of the Author(s) at the bottom page e.g., XXX is a Senior Lecturer at..... University; or XXX, Financial Analyst, Research Department, ABC International Plc.

7. **The Harvard Citation Format should be used for referencing. More specifically, referencing is expected to be presented as follows:**

Journal Article:

Mitchell, J.A. 'How citation changed the research world', *The Mendeley*, 62(9), p70-81.

Mitchell, J.A. 'How citation changed the research world', *The Mendeley*, 62(9) [online]. Available at: <https://www.mendeley.com/reference-management/reference-manager> (Accessed: 15 November 2016)

Book:

Mitchell, J.A. and Thomson, M. (2017) *A guide to citation*. 3rd edn. London: London Publishings

William, S.T. (eds.) (2015) *Referencing: a guide to citation rules*. New York: My Publisher

In-text citations:

Mitchell (2017, p. 189) states.. Or (Mitchell, 2017, p. 189)

Two or Three Authors

Mitchell, Smith and Thomson (2017, p. 189) states... Or

(Mitchell, Coyne and Thomson, 2017, p. 189)

Conference Proceedings:

Hay, B 2016, 'Drone tourism: a study of the current and potential use of drones in hospitality and tourism', *CAUTHE 2016: the changing landscape of tourism and hospitality: the impact of emerging markets and emerging destinations, Blue Mountains, Sydney, 8-11 February 2016*, pp. 49-68.

Winstone, N & Boud, D 2017, 'Supporting students' engagement with feedback: the adoption of student-focused feedback practices in the UK and Australia', Annual Conference of the Society for Research into Higher Education (SRHE), Newport, South Wales, 6-8 December 2017, viewed 22 May, 2018, <<https://www.srhe.ac.uk/conference2017/abstracts/0074.pdf>>

Unpublished Theses/Dissertations:

Brown, G 2001, 'Towards an in-situ technique for investigating the role nutrients play in epilithon growth in an Australian upland stream' unpublished doctoral thesis, University of Canberra.

McCaffrey, J 2008, 'The extent to which clubs are perceived as learning organisations', doctoral thesis, University of Canberra, viewed 2 November 2009, <http://erl.canberra.edu.au/public/adt-AUC20081205.095000/>

8. **Articles which do not use the Harvard Referencing Method will not be considered for publication.**
9. Footnotes should be numbered serially on relevant pages.
10. Mathematical equations including derivations should be accurately typed and numbered. Author(s) may decide to make use of appendices were deemed appropriate.
11. Tables and figures should be well-laid out, properly labelled and neatly presented.
12. All articles to be considered for January to June Edition should reach the Board latest March 31 and articles for consideration for July to December Edition should reach the Board latest September 30 of the same year.
13. Each complete Article received will be duly acknowledged within 14 days.
14. Articles lost in transit are the responsibility of the Author(s).
15. Articles of high quality in content and policy relevance stand a good chance of being published.
16. Unpublished articles shall not be returned to their Author(s).
17. **Interested Author(s) are to submit a soft copy of their Article to the Editor via the following email address journalofbanking@cibng.org.**
18. Articles submitted without a soft copy will not be considered for publication.
19. Plagiarism is an illegal offense which is punishable through the Nigerian Copyright Act, 1999. We strongly advise all authors to ensure authenticity of articles before submission.
20. **Please note that upon submission, articles would be subjected to anti-plagiarism software. Articles with Plagiarism Scores of 10% and over would be rejected.**
21. All enquiries on submitted articles should be sent to journalofbanking@cibng.org.

The Chartered Institute of Bankers of Nigeria was established in 1963 as the Local Centre of the Institute of Bankers London. The Institute was registered in 1976 as the Nigeria Institute of Bankers, a Company Limited by guarantee. It attained its Chartered Status on May 18, 1990 by the Federal Government Act 12 of 1990 now CIBN Act No. 5 of 2007. The Act gives backing to the Institute to control entry into the banking profession, set standards for bankers to comply with and maintain professional ethics through sanctions of erring members.

