

# **FINAL SUBMISSION FORMAT INSTRUCTIONS FOR PROCEEDINGS OF BUSINESS AND INFORMATION: PLEASE READ CAREFULLY**

*Chih-Chien Wang,  
Graduate Institute of Information Management, National Taipei University,  
69, Sec 2, Jian-Kuo N. Rd, Taipei City 10433, Taiwan ROC  
wangson@mail.ntpu.edu.tw*

## **ABSTRACT**

The final version of your papers or abstracts for the Proceedings of Business and Information (ISSN 1729-9322) should be submitted electronically. Manuscripts must be prepared using Microsoft Word. If you have complex tables, diagrams, or symbols in the paper, please send a hardcopy to us for proofreading purposes. The paper size should be A4 (i.e. 21.0 centimeters [8.27 inches] by 29.69 centimeters [11.69 inches]) and the margins should be set to Word's default: top and bottom 2.54 centimeters (1.00 inches), right and left 3.17 centimeters (1.25 inches). Papers that deviate from these instructions may not be published. Please ensure that pages are numbered. DO NOT use headers or footers. Be sure to spell check the manuscript. Editors do not assume any responsibility for spelling and typographical errors. After formatting, upload your paper to the conference website <http://atisr.org/conference> before March 31, 2005.

Keyword: BAI2005, Final Submission, Format

## **TITLE**

Type the title in bold type, all caps, single-spaced, and centered across the top of the first page, in 14 point Times New Roman, as illustrated above.

## **AUTHORS**

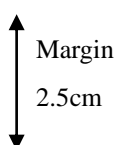
The author(s), affiliation(s), mailing address(es), and e-mail address(es) should be single spaced and centered on the line below the title, in 12 point italicized Times New Roman, as illustrated above. One line space should be used to separate author(s) from the paper title. Please do not use titles such as Dr., Professor, etc.

## **HEADINGS**

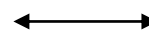
Headings should be in bold type, in 12 point Times New Roman. First-level headings should be centered and set in caps, as illustrated above. Second-level headings should be flush left with initial caps. Do not use headings other than these two types. At least one line space should separate headings from the preceding text.

## **ABSTRACT AND BODY**

Introduce the paper with an abstract of approximately 100-200 words, in 12 point Times New Roman. Begin with the centered heading ABSTRACT. All body paragraphs should begin flush left (no paragraph indent) and right justified. Single-space the body of the paper. Use 12 point Times New Roman throughout. Figures and tables should be placed as close as possible to where they are cited. First-level headings state the table or figure number. All tables and images should be embedded into the file and sized appropriately. All photographs should be sampled at



Margin  
2.5cm



Margin  
2.5cm

300 dpi (dots per inch). Keep in mind that web graphics are typically sampled at 72 dpi. Photographs must be properly sized and positioned in the body of the paper.

### **LENGTH REQUIREMENTS**

Papers submitted to the Proceedings of Business and Information (in CD-ROM) should not exceed 30 pages. There will be a charge of US \$35.00 for all additional pages. For author who chooses to submitted abstract only rather than full paper, one page is allowed.

### **CITATION**

The Proceedings of Business and Information follows the reference format of Academy of Management Journal. This format is available at the AMJ's website [http://aom.pace.edu/amjnew/style\\_guide.html](http://aom.pace.edu/amjnew/style_guide.html). The use of footnotes is discouraged.

### **APPENDIX**

The appendix should immediately follow the body of the paper and precede the references.

### **REFERENCES**

- Fang, W. & Wang, C. C. *College students' perceptions of computer network retailing and non-store retailing in Taiwan*, Paper Presented at 28th Conference of Western Decision Science Institute, Nevada: Reno.
- Wang, C. C. & Fang, W. 1999. Is computer network retailing trustworthy? A survey of college students' perception in Taiwan. *Pan Pacific Management Review*, 3 (1), 95-104.
- Wang, C. C. & Lee, H. Y. 2003. *E-mail rumors and forwarding behavior*. Paper presented at the International Conference of Pacific Rim Management, Washington: Seattle.