

Author Guidelines

(Guidelines to Contributors for Paper Submission)

Nepalese Journal of Hospitality and Tourism Management is a the **double-blind, peer-reviewed** journal **CrossRef**-listed and **indexed with the NepJOL (nepjol.info)**, the JOL created under the aegis of by INASP and managed by Tribhuvan University Central Library (TUCL). The NepJOL URL of the **NJHTM** is <https://www.nepjol.info/index.php/njhtm> . The papers submitted for publication in the *journal* (Nepalese Journal of Hospitality and Tourism Management) should strictly follow the **style and instructions** as given below:

• Types of Accepted Papers

Papers must be empirical, or at least analytical. Analytical case studies, grounded theory research, and review papers are also accepted based on their merit. The papers should be related to core and functional areas of hospitality and tourism management. The qualitative research paper must be based on a hospitality and tourism management paradigmatic stance. Similarly, if the paper is interview-based, the interviewees' names should be coded and kept anonymous.

- a) **Empirical Study Papers:** The **NJHTM** encourages researchers to submit empirical study papers that may be **quantitative, qualitative**, or even a combination of both through **mixed**-method approaches.

The paper should be **structured** as under:

* Title of the paper

* Abstract (limited to 150-180 words) and keywords (3-5 keywords)

1. Introduction and Study Objectives (along with problem statement and brief rationale of the study)

2. Literature Review: It must review theoretical, conceptual and empirical studies. It may also be covered under the 'Introduction' section.

3. Research Methods (Research approach and design, sampling plan, instruments, analytical tools, etc.)

4. Data Analysis and Discussion: Data analysis and results should be critically discussed.

5. Conclusion and Implications (along with comparison with previous studies, if any) and future study-needs, if any

6. References (only those used in the article text)

Additional information:

- Authors' Conflict of interest (It is mandatory)
- Funding (Mandatory if any)
- Acknowledgement (if any)

- b) **Review Papers:** The journal welcomes submissions that contribute to qualitative research methodological discussions and debates, aligning with the publication's goals. It specifically invites review papers that provide a descriptive assessment of content and critical engagement with titles and literature links, with reviewer considering relevance and clarity.
- c) **Analytical Case Studies:** The case should provide a detailed background, addressing key issues faced by business managers. It should also outline the working diagnosis and management of the case, suggesting possible solutions. The authors should explain correlations, ambiguities, and inconsistencies and logically explain data analysis results. Lessons learned can be summarised in a few sentences.
- d) **Grounded Theory Research:** The research should develop theory rather than test it. The objective is to present a thorough explanation of a phenomenon by methodically examining several sources of information, such as observations, interviews, historical documents, and quantitative data sources.

- e) **Research Note:** The note should aim to facilitate rapid dissemination of knowledge and average discussion among researchers in a particular field, which includes preliminary findings, methodological insights, or comments on existing research. The write-up which may not need all criteria or research paper is considered under this
- Every paper submission should have the first page as the title page, which should contain the paper title, author's name, institutional affiliation(s), email address, full postal address, telephone and mobile number, and very brief profile (maximum 50 words) of each author.
 - If there are two or more authors, it must indicate which author will handle the correspondence. The number of authors should be limited to six (6) only.
 - Submission of a paper to the journal will be taken to imply that it represents not any previously published work but an original work, that it is not being considered elsewhere for publication, and that if accepted for publication, it will not be published anywhere without the consent of the Editor-in-Chief of the Editorial Team. Furthermore, the papers so received are subject to approval by the editorial team; however, the ideas and opinions expressed in the papers published in the journal are solely those of the author(s).
 - Disclaimer: The contents of papers in no way represent the views and policies of the AIM or those of the editors.
 - Submitted papers should be written in International British English, typed in double spacing with wide margins (1.5 cm) on each side of standard A-4 size paper. It should have single-sided printing on the paper. The text font should be in Arial with an 11-point size. The font in the tables should be Arial Narrow (11-point).
 - The preferred maximum length of a submission is 7,000 words.
 - The paper should have conclusions at the end. In the context of quantitative papers, the main body of the paper should be provided with mathematical proofs and calculations that justify the issue of the paper. Lengthy mathematical works and more extensive, detailed tables, if any, should be placed in appendices.
 - Tables and figures must be in an editable format. Tables and figures must be numbered with captions and brief descriptions.
 - Endnotes, **if any**, should be numbered consecutively with superscript arithmetic numerals at the foot of each page. The use of footnotes is discouraged.
 - The article text should be justified. In-text citations, references, tables, and figures should strictly follow the latest version of the of the **APA** format. Authors should **not use automatic formatting**; it is non-editable and not acceptable.
 - References should be listed alphabetically.

For books (Single and multiple authors):

- Sthapit, A. (2018). *Human resource management: Issues and perspectives*. Taleju Prakashan.
- Lickorish, L.J., & Jenkins, C.L. (2008). *An introduction to tourism*. Routledge.
- Prideaux, B., Laws, E., & Moscardo, G. (2006). *Managing tourism and hospitality services: Theory and international applications*. CABI.
- For four and up to 20 authors: All authors' surname should be given. If a source has 21 or more authors, place 3 (three) ellipsis points between the 19th and final author's name to indicate that some names have been omitted.

For Journal Articles (Single and multiple authors):

- Vaidya, R. (2023). Contribution of mountaineering tourism to Nepalese economy. *Nepalese Journal of Hospitality and Tourism Management*,4(1), 35-44.
<https://doi.org/10.3126/njhtm.v4i1.53313>
- Sthapit, A., & Khadka, I. (2016). Social media marketing in Nepal: A study of travel intermediaries of the Kathmandu Valley. *PYC Nepal Journal of Management*,9(1), 29-43.
<https://doi.org/10.3126/pycnjm.v9i1.36179>
- Lao-Hakosol, W., Sharma, A., & Sthapit, A. (2018). Macroeconomic factors and their influences on initial public offering (IPO) in Nepal, *International Journal of Research*, 5(16), 1617-1637.
<https://pen2print.org//index.php/IJR/article/view/15652>
- It must follow the style of book citation for the authors of more than 3 (three) and upto 20 (twenty) authors.

For Thesis (Master's thesis works)

- Shrestha, G. (2013). *Purposes of tourist visits to Nepal and NTB's promotion efforts* [Unpublished master's thesis]. Faculty of Management, Tribhuvan University.

For Official Reports

- Upadhyay, G., Ghimire, D., Lama, S., Dahal, N., & Acharya, M. (2019). *Nepalko Parbatiya Parayatan (Parwatarohan). Sudhar Sujhav Samiti, 2076 ko adhayan tatha sujhav pratibaydan*. Department of Tourism. <https://www.tourismdepartment.gov.np/publications/6>

For Conference Paper

- Sthapit, A., Vaidya, R., & Shrestha, D. (2024, November 22). *The portrayal of women in Nepalese print media advertisements: A fair representation or stereotype?* [Paper presentation] 11th International Conference on Viksit Bharat: Role of Indian Business, Amity University, Madhya Pradesh, India.

Paper in Edited Research Volume/ Book chapter

- Sthapit, A. (2018). The strategy of HRD management in Nepal. In M. P. Regmi, K. B. Schmalring, & A. Sochos (Eds.), *Psychology for a Better World: A Cross - cultural Anthology on Emotional Well-Being* (pp. 97-128). Cambridge Scholars Publishing.
- Author(s) submitting to the *Journal* should provide their paper(s) **both in hard copy** and **on an e-copy**. The e-copy must be in the *Microsoft Word* format to the following email address: njthm@nathm.edu.np or arhan@nathm.edu.np. The editorial team will not be liable to the papers submitted by the means other than the above-mentioned emails.
- The publisher and editorial board will neither be responsible to provide the reason whatsoever for rejected papers, nor manage logistics to return the paper to the author(s).

Papers should be submitted To:

Editor-in-Chief

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