9-1-2000

Back Matter

Journal of Transportation Management Editors

Journal of Transportation Management

Guidelines for Submission/Publication

FRONT MATTER

1. First Page—Title of the paper, name and position of the author(s), author(s) complete address(es) and telephone number(s), e-mail address(es), and any acknowledgment of assistance.

2. Second Page—A brief biographical sketch of each author including name, degree(s) held, title or position, organization or institution, previous publications and research interests.

3. Third Page—Title of the paper without author name(s) and a brief abstract of no more than 100 words summarizing the article. The abstract is used on the Contents page of the JTM and serves to generate reader interest in the full article.

FORMATTING

1. Manuscripts should be typed, double-spaced (body of text only), on white 8 ½ by 11 inch paper.

2. Submit four (4) paper copies of the manuscript for review. It is not necessary to send a disk for the initial review. However, to save time and effort if accepted, the article should be prepared using either:

   WordPerfect **9.0 or lower**
      OR
   Microsoft Word **2000 or lower**

3. Accepted articles, in final form, are to be submitted on disk (in WordPerfect or Microsoft Word format as described above) and in hard copy. Note: Macintosh versions of WordPerfect and Microsoft Word are NOT acceptable.

4. The entire manuscript should have 1" margins on all sides in Times 10-point font. Times New Roman or Century Schoolbook are both acceptable.

5. The entire manuscript must be typed LEFT-JUSTIFIED, with the exception of tables and figures.

TITLE PAGE AND ABSTRACT

1. The manuscript title should be printed in Times 11-point and in all capital letters and bold print.

2. Author(s) and affiliation(s) are to be printed in upper and lower case letters below the title. Author(s) is(are) to be listed with affiliation(s) only.

3. The abstract should be 100 words or less.

BODY OF MANUSCRIPT

1. Main headings are bolded and in all caps.

2. First level headings are upper/lower case and bolded.

3. Second level headings are upper/lower case.

4. The body is NOT indented, rather a full blank line is left between paragraphs.

5. A full blank line should be left between all headings and paragraphs.

6. Unnecessary hard returns should not be used at the end of each line.

TABLES AND FIGURES

1. ONLY Tables and Figures are to appear in camera-ready format! Each table or figure should be numbered in Arabic style (i.e., Table 1, Figure 2).

2. All tables MUST be typed using either WordPerfect table or Microsoft Word table functions. Tables should NOT be tabbed or spaced to align columns. Column headings should not be created as separate tables. Table titles should not be created as part of the table. All tables MUST be either 3 1/4 inches wide or 6 7/8 inches wide.

3. All figures MUST be saved in one of these formats: TIFF, CGM, or WPG.

4. Tables and figures are NOT to be included unless directly referred to in the body of the manuscript.

5. For accepted manuscripts, tables and figures must be included on the submitted disk and each should be printed on a separate page.

6. Placement of tables and figures in the manuscript should be indicated as follows:

   Table or Figure About Here

EQUATIONS, CITATIONS, REFERENCES, ETC.

1. Equations are placed on a separate line with a blank line both above and below, and numbered in parentheses, flush right. Examples:

$$y = c + ax + bx \tag{1}$$
$$y = a + 1x + 2x + 3x + ax \tag{2}$$

2. References within the text should include the author's last name and year of publication enclosed in parentheses, e.g. (Cunningham, 1993; Rakowski and Southern, 1996). For more than one cite in the same location, references should be in chronological order, as above. For more than one cite in the same year, alphabetize by author name, such as (Grimm, 1991; Farris, 1992; Rakowski, 1992; Gibson, 1994). If practical, place the citation just ahead of a punctuation mark. If the author's name is used within the text sentence, just place the year of publication in parentheses, e.g., "According to Rakowski and Southern (1996)...,". For multiple authors, use up to three names in the citation. With four or more authors, use the lead author and et al., (Mundy et al., 1994). References from the Internet should contain the date the page/site was created, date page/site was accessed, and complete web address.

3. Footnotes may be used when necessary. Create footnotes in 8-point font and place them at the bottom of the page using numbers (1, 2, etc.). Note: footnotes should be explanatory in nature and not for reference purposes.

4. All references should be in block style. Hanging indents are not to be used.

5. Appendices follow the body of the text but do not precede references.

6.   The list of references cited in the manuscript should immediately follow the body of the text in alphabetical order, with the lead author's surname first and the year of publication following all author names. Work by the same author with the same year of publication should be distinguished by lower case letters after the date (e.g., 1996a). For author names that repeat, in the same order, in subsequent cites, substitute a .5 inch underline for each name that repeats. Authors' initials should have a space between the initials, e.g., Smith, Jr., H. E., Timon, III., P. S. R., etc. A blank line should separate each reference in the list. Do not number references.

7.   All references to journals, books, etc. are *italicized*, NOT underlined. Examples are as follows:

Journal Article:

Collison, Fredrick M. (1994), "Transpacific Air Service with Hong Kong: Characteristics and Issues," *Journal of Transportation Management*, 6(2):1-39.

Book Chapter:

Hatch, R. W. (1923), "A Program for the Social Studies in the Junior and Senior High Schools," In G. M. Whipple (Ed.), *National Society for the Study of Education Yearbook 1922* (Pt. 2, pp. 126-154) Bloomington, IL: Public School Publishing.

Book:

Johnson, James C. and Wood, Donald F. (1996), *Contemporary Logistics*, 6th ed., Upper Saddle River, NJ: Prentice-Hall, Inc.

Internet Reference:

Lankard, B. A. (1995), "Service Learning," *Eric Trends and Issues Alerts*, [Online]. Available: http://ericave.org/docs/service.thm. Accessed: 3/2/00.

MANUSCRIPT SAMPLE

TEACHING LOGISTICS STUDENTS TO TAKE OWNERSHIP OF INFORMATION INFRASTRUCTURE DEVELOPMENT

Frank W. Davis, University of Tennessee
Kenneth J. Preissler, Logistics Insights Corporation

Logistics systems, developed gradually over the past decades, are undergoing necessary radical change in this era of increasing global competition. This article describes an approach taken by the authors to teach logistics students how to take ownership of designing their own information infrastructure and how to use it to make their organizations more flexible, providing more strategic options.

INTRODUCTION

Advances in information systems technology such as data base management systems, bar code scanning, telecommunications, and image processing have enabled logistics and information managers with vision to reengineer the way the firm conducts its business. The usage of mainframe computers, personal computers, and logistics information systems has been widely studied (Gustin 1989). These studies have universally concluded that there has been a rapid growth in the usage of computers and logistics information systems.

Computer Usage in the Classroom

The usage of computer applications in a logistics course has also been studied. Rao, Stenger and Wu stated that there are several approaches to integrating computers into the classroom in a business curriculum, each with its individual advantages and drawbacks (1992).

Table 1 about here

Systems Development in Practice

The study of the information systems development process of computer applications has been almost universally left up to the computer science, software engineering, and information systems educators and practitioners.

$$y = a^2 - 2ax + x^2 \tag{1}$$

REFERENCES

Collison, Fredrick M. (1994), "Transpacific Air Service with Hong Kong: Characteristics and Issues," *Journal of Transportation Management*, 6(2):1-39.

Crum, M. R. (1996), "On the Improvement of Carrier EDI Implementation Strategies," in *EDI Implementation in the Transportation Industry*, New York: Transportation Press, 387-404.

Johnson, James C. and Wood, Donald F. (1996), *Contemporary Logistics*, 6th ed., Upper Saddle River, NJ: Prentice-Hall, Inc.