16th International Conference on Business and Information (ICBI)

"Human Intelligence 2.0: Evolving Strategic Capabilities through Human-AI Collaboration for Sustained Competitive Advantage in Business"

Full Paper - Author Guidelines

Please read and incorporate all guidelines and formatting instructions before you submit the manuscript, and the author(s) should prepare their manuscript(s) according to the following guidelines.

Submission

- Manuscripts should be submitted only through the **conference management system (CMT).**
- Should submit author details on a separate page. Use the "Author Information Sheet".
- **To facilitate the blind review process, remove ALL author-identifying information from the uploaded document, including the acknowledgements.**
- Submit the manuscript as a **Microsoft Word file**.

General Guidelines

- Manuscript must be written in **English** and **MS WORD** format.
- The **maximum word limit** for the full paper is **4000 - 8000 words** including references.
- Should use APA 7th style for in-text citations and end-text referencing.
- Footnotes and endnotes should not be used for citations.
- The papers that are submitted to ICBI 2025 must NOT have been previously presented, scheduled for presentation, published, or accepted for publication by any other publisher or organization.
- Formulas are to be numbered in Times New Roman, 11pt, aligned to the right margin next to the formula.
- Number each page of the manuscript.
- Papers that are not formatted in accordance with the guidelines given will not be reviewed.
- Please contact icbisubmission@gmail.com if submitters have any questions about the submission process.

Abstract

- Abstract of the manuscript should include the purpose of the study, research method/s, key findings implications and future research directions, if any.
- Should not exceed **250 words.**
- Formatting: Single column, 1.15 spacing, Times New Roman, font size 11 pt

Keywords

- The abstract must be followed by a three to five (3-5) list of keywords.
- These should be arranged in alphabetical order and be separated by commas with a full stop at the end.

Structure of the Manuscript

The manuscript may be structured under the following sections of.
- Introduction
- Literature Review | Conceptualization & Hypotheses Development
- Research Methods
- Findings and Discussion
- Conclusion | Limitations & Future Research Directions
- References

Formatting Guidelines

- Format   : Typed in MS Word
- Language   : English
- Paper size   : B5
- Font style   : Times New Roman
- Font size   : 12 (Boby of the manuscript)
- Line spacing   : Single column, 1.5
- Margin   : 1-inch margin on all sides

Specific Guidelines

Manuscript Title:
- Use Times New Roman, 12pt, Bold, and Title Case.
- The title should be clear, succinct, and informative.
- Avoid the use of abbreviations.

Headings:

Three levels of headings are defined for the manuscript. Maintain a 10-point space before each heading level.

- Heading 1: Times New Roman, 14pt, Bold, aligned to the left
- Heading 2: Times New Roman, 12pt, Bold, aligned to the left
- Heading 3: Times New Roman, 12pt, Italic, aligned to the left

Tables and Figures

- All tables and figures must be numbered sequentially and embedded within the text.

Table Captions:

- Format as "Table X: Title", using Times New Roman, 12pt, Bold, placed above the table.

Figure Captions:

- Format as "Fig X: Title", using Times New Roman, 12pt, Bold, placed below the figure.

Source Information:

- If applicable, the source should be mentioned immediately below the table or figure in Times New Roman, 11pt, Italic.