



Dear MFA Member:

The Midwest Finance Association invites all participants in the 2008 annual meeting to submit their paper for inclusion in the meeting's proceedings. The proceedings will be distributed at the annual meeting.

To be included in the proceedings, all papers or abstracts must be submitted by January 15, 2008. All presenting authors are asked to submit one of the following:

- a copy of their paper, **or**
- a detailed abstract of their paper (5 pages or less), **or**
- a short (250 to 500 word) abstract and summary of findings.

In order to be included in the proceedings, the paper, abstract, or summary must comply with the style requirements in the attached pages. All authors whose papers are accepted at the MFA annual meeting are asked to participate. Only those authors who actually present their paper at the annual meeting are eligible to have their papers included in the proceedings. Papers that are accepted for the meeting but withdrawn are not eligible for inclusion in the proceedings. The deadline for submission to the proceedings is January 15, 2008. A copy of the 2008 program with a list of all participants and their papers will be included in the proceedings.

A copy of the submission form may be found at the end of this document. All submissions should be made by email. Instructions for submission are on the submission form. Both the submission form and the paper (or abstract or summary or case) should be attached to the email. Please indicate "proceedings submission" as the subject for the email and send it to

mfaproce@gvsu.edu.

You will receive a confirmation within three days. Any questions or comments may be directed to:

Larry Blose
bloel@gvsu.edu
(616) 331-7436

General Guidelines

1. Only papers presented at the 2008 annual meeting may be included in the proceedings. The proceedings will be distributed to all participants in the Midwest Finance Association 2008 Annual Meeting.
2. Authors are given the choice of publishing the paper in its entirety, publishing a detailed abstract no longer than 5 pages, or publishing a short summary from 250 to 500 words in length. Everyone who presents a paper at the MFA 2008 meeting is asked to submit their work in one of the three forms (paper, detailed abstract or short summary).
3. The papers, abstracts, and summaries are to be submitted electronically no later than January 15, 2008. The authors are to submit the paper as a **Microsoft Word** document. The entire paper should be contained in just one document. Do not submit the paper in multiple documents. The submission must be accompanied by a 2008 MFA Proceedings Submission Form. A copy of the submission form may be found at the end of this document. Instructions for submission are on the submission form. Both the submission form and the paper (or abstract or short summary) should be attached to the email. Please indicate "proceedings submission" as the subject for the email and send it to mfaproce@gvsu.edu. We will send an email with an acknowledgement of receipt within three days of submission.
4. The papers will not be refereed beyond the initial process for inclusion in the MFA annual meeting. However, the editors of the MFA 2008 Proceedings may choose not to include publications in the proceedings. Reasons why a paper may be rejected for inclusion include the following:
 - Poor grammar or style
 - Obvious mathematical or factual errors
 - Failure to conform to required style for the proceedings
 - Indication of unethical methodologies or intellectual fraud
 - Indications of plagiarism
 - Omitted pages, tables, figures, or appendices

If a paper is excluded from publication, the author will be notified along with an explanation for the exclusion.

Style Requirements

Please prepare your paper or abstract to comply with the following style requirements. Slight deviations from the style requirements below will not make the paper ineligible for inclusion in the proceedings. However, papers with substantial (numerous and significant) deviations from the style requirements may be omitted from the proceedings.

Style Requirements for Full Paper

1. General Comments

Organize the sections of the paper as follows: (a) title and abstract page, (b) main body, (c) endnotes (if used instead of footnotes), (d) references, (e) appendices. Please use Times New Roman type font. Except where otherwise noted use 12 point font. Allow a 1 1/4 inch margin on both the left and right of the paper and a one inch margin at the top and the bottom. Insert a page number at the bottom center of each page in the paper including the title page. All text should be single spaced. For an example of an acceptable style see *The Quarterly Review of Economics and Finance*.

2. Title Page, Abstract, and Acknowledgements

2.1 Title and authors

The title line is bold, centered, all capital letters, Times New Roman 14 point type. Longer titles may extend to two or three lines total. The author's names and affiliations are centered, Times New Roman 12, initial caps, beginning on the second line below the title. Separate the authors' names and affiliations with a comma. The following is an example:

THE IMPACT OF GOLD PRICE ON THE VALUE OF GOLD MINING STOCK

Laurence E. Blose, Grand Valley State University
Joseph C.P. Shieh, National Chengchi University

2.2 Abstract

All remaining headings and text will be Times New Roman 12 point font. Text may be either left justified or both left and right justified. The first section will contain an abstract. The heading will be "Abstract," left justified, and bold. A number should not precede the word "Abstract." The first word of each paragraph will be indented. The abstract should be brief and should give an overview of the findings of the paper.

2.3 Acknowledgements and corresponding author

The first footnote (on the title page) may contain information regarding acknowledgements and may indicate which author to contact with questions and comments (please include address, phone, and email). This first footnote may (but is not required to) be numbered consecutively with substantive footnotes in the text of the paper.

3. Headings

Headings will be left justified. Level one headings will be boldface, and each word (other than minor words such as articles and propositions) will have the first letter capitalized. Level two headings will be left justified, italicized, and the first letter of the first word will be capitalized. Numbers for the level one and two headings will be as follows:

Level 1 numbers: 1, 2, 3, 4, ...
Level 2 numbers: 1.1, 1.2, 1.3, ..., 2.1, 2.2, ...

Leave one blank line between headings and subheadings, between headings and text, and between the text and the next heading or subheading.

4. Main Body

4.1 References, footnotes, and equations

References to other papers, books, etc, are made by placing the author's name in the text followed by the date of publication in parentheses. For example: Blose and Shieh (1995). Indent the first sentence of each paragraph and do not skip a line between paragraphs. Please place formulas on a separate line and number each formula consecutively with a number in parentheses on the right margin. You are encouraged to use an equation editor to generate equations. Please check equations carefully. An example of an equation is given in (1) below:

$$S_{jt} = \sqrt{1 + \frac{1}{200} + \frac{(R_{mt} - \bar{R}_m)^2}{\sum_{s=-230}^{-31} (R_{ms} - \bar{R}_m)^2}} \quad (1)$$

4.2 Table and figures

Tables and figures are inserted in the body of the text near the appropriate discussion. Tables and figures should be numbered in sequence using a separate sequence for tables and for figures.

The table will be labeled as follows: In the first row, place the word "Table", left justified and followed by an Arabic number (1,2,3,...). In the second row, place the title

of the table, left justified, with the first word capitalized. Then place a line below the title and across the page. The table should end with a line across the page followed by any footnotes.

Figures should be numbered and titled below the figures. Begin the title line with the work "Fig." followed by an Arabic number (1,2,3,...), and then followed by the title of the figure. Place a period at the end of the title line. The title line should be centered below the figure.

You may use the form for tables and figures presented in the *Quarterly Review of Economics and Finance* as examples.

4.3 Footnotes and endnotes

The paper may contain either footnotes or endnotes. The footnotes or endnotes should be numbered consecutively throughout the paper.

References

The list of references should have an unnumbered first level heading entitled "References" that is left justified and bold. Examples of references are as follows:

For Journal Article

Blose, L. & Shieh, C. P. (1997) Tobin's q ratio and market reaction to capital investment announcements. *The Financial Review*, 32-3, 449-476.

For books

Selznick, P. (1957). *Leadership in Administration*. New York: Harper and Row.

For additional types of references use *The Quarterly Review of Economics and Finance* as a guide.

Style Requirements for Abstract or Summary

The abstract will be no longer than 5 pages single spaced (an additional page of references is permitted for a total with references not to exceed six pages). The Summary of findings will have no more than 500 words. Prepare the abstract or summary using the instructions above for the full paper.

Cases

Cases presented at the meeting will be included in the proceedings. Please adhere to the style guidelines presented above for academic papers. Substantial deviations from the guidelines will be permitted for cases if the deviations are appropriate for clarity of presentation.

Submission Form

Proceedings of the 2008 Midwest Finance Association Annual Meeting

In order to be included in the proceedings, the submitting author must complete this form and must ensure that the paper or abstract comply with the attached style requirements.

I wish to submit my paper for publication in the Proceedings of the 2008 Midwest Finance Association Annual Meeting. I wish the paper to be published in the following form (please mark choice with an X):

- Entire paper
- Extended Abstract
- Summary
- Title of the Paper

Title of Paper _____

Author Information for each author. Include all authors (adding additional lines if necessary)

a. Corresponding author

Name

Affiliation

Contact Information (address, telephone number and email)

b. Second authors

Name

Affiliation

Contact Information (address, telephone number and email)

Please add additional authors as necessary.

Deadline for submission is January 15, 2008

Both the submission form and the paper (or abstract or summary or case) should be attached to an email. Please indicate "proceedings submission" as the subject for the email and send it to

mfaproce@gvsu.edu.

Any questions or comments may be directed to:

Larry Blose

blozel@gvsu.edu

(616) 331-7436