

## **Submission deadline Monday, 19<sup>th</sup> October 2020 (Noon, UK time)**

### **BAM MKE: Education-Focussed Professor Series**

**Wednesday 28<sup>th</sup> October 2020 12:30pm to 4:30pm**  
**Zoom Meeting**

#### **Facilitators:**

BAM MKE Group Members

*Academy of Management Learning & Education: Prof. Paul Hibbert, Editor*

*Journal of Management Education: Prof. Kathy Lund Dean, Editor*

*Management Learning: Prof. Emma Bell, Editor in Chief*

#### **About this Event:**

This, the third session of the 2020 Education Focussed Professor Series helps us to better understand Management Education journals and develop potential publications. The day will be formed of two parts. In the first part, a panel that includes Editors-in-Chief will talk to the nature of their respective journals and invite questions. Following this, three possibilities are available. As you may have been working on future publications, delegates have the opportunity to submit a working paper (full and/or developmental) in advance of the day so that it can be considered for roundtable discussions that will help its development; alternatively, you may wish to join these roundtable discussions to help shape the work of others; or, you can speak to members of the journal editorial boards with ideas for future outputs. Participants of this event are required to have BAM Membership and can submit a maximum of one full paper and two developmental papers to be considered for workshop discussion.

#### **The Format of Workshop:**

12:30pm – 12:45pm Welcome, Introductions and Overview of the Day

12:45pm – 1:45pm Journal Overviews and Questions (Editors, Prof. Emma Bell, Prof. Forray and Prof. Lund Dean, Prof. Paul Hibbert)

1.45pm – 2:00pm Refreshment Break

2:00pm – 2:15pm Introductions, process overview

2:15pm – 3:00pm Small group paper discussions, each led by one of the Editors (part 1)

3:00pm – 3:15pm Refreshment break

3:15pm – 4:00pm Small group paper discussions, each led by one of the Editors (part 2)

4:00pm – 4:30pm Plenary feedback from the Panel of Editors and Feedforward

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### **Application and Participation Process for Full Papers:**

To apply for the full paper feedback, virtual round table event, you should:

- Have a full paper at a complete draft stage, that you would like to improve through constructive critique from the editors of the leading Management Learning and Education journals.
- Send your draft paper (no more than 40 double spaced pages inclusive of references, diagrams and tables) to Oxford Abstracts (details below), no later than noon on Monday, 19<sup>th</sup> October 2020. Your paper must have a cover page that includes: the author names and affiliations; three-four keywords; and an e-mail address for the lead author. Ideally, your cover page should also indicate your target journal but this is optional. An abstract of up to 200 words should be provided on the first page of the paper.
- Agree to your paper being discussed in a small group with other participants, as arranged by the workshop facilitators. (Your paper may be grouped by target journal, research approach or theme to allow the most useful discussion).
- Be willing and able to provide a short (5-minute maximum) overview of your paper to others in the discussion group within a 40-minute discussion session per paper.
- Commit to attending the whole workshop, if your paper is accepted.

### **Application and Participation Process for Developmental Papers:**

The purpose of this category is to enable authors to discuss their work whilst it is in its developmental stage, so comments and feedback obtained at the event can be incorporated in the final stages of research and writing up.

- Word Count: Length of developmental paper submission: 1000-2000 words (excluding tables and references).
- To submit a developmental paper, we require a draft paper to be submitted for review; an abstract will not suffice.
- Accepted developmental papers will have 20 minutes allocated and will be discussed in 'round table', virtual format.

### **General Format Requirements for Submission of All Papers:**

When making a submission, please can you ensure that the format requirements below are adhered to, and that requested information is included in the order given:

- Use Times New Roman 12pt and single spacing.
- In the case of both uploads, the entire paper must be submitted in ONE document.
- You include identifying information (author's names, e-mail addresses, institutions).
- MS Word Header and Footer can be used for the title of the paper and page numbers.

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- References must be Harvard style.
- Documents must be tidy and not show any history of tracked changes or comments.
- If your paper includes graphics, please ensure these are of a high quality and please consider your final file size.
- No changes in the paper title, abstract, authorship, and actual paper can be made after the submission deadline.
- Check that the PDF File of your paper prints correctly (i.e. all imported figures and tables are there), and ensure that the file is virus-free.

**To apply please upload your paper to Oxford Abstracts, no later than noon on 19<sup>th</sup> October 2020. Note that paper uploads to Oxford Abstracts do not count as a publication and therefore you can later submit your work for wider dissemination.**

To do this, you will just need to submit your paper(s) by filling in the Oxford Abstract form at the following link: <https://app.oxfordabstracts.com/stages/2205/submitter>

**If your paper application is successful, we will confirm your place by 21<sup>st</sup> October and will be in touch with further information.**