



Paper Submission Rules

Papers should be submitted as per the following criteria:

- Papers should represent **original and new work**. At the time of submission, submitted papers must not have been published or accepted for publication.
- The 7 page paper is intended as **an abridged version of a full paper** as opposed to a proposal for a paper in early stages of development.
- **NO changes** in the paper title, abstract, authorship, and actual paper can occur **AFTER** the submission deadline.
- **A maximum of three papers** as an author or a co-author, may be submitted
- All paper submissions **MUST** be made through the [HRIC Submission System](#)

Formatting guidelines

- Papers should not exceed a total of **7 pages**, 5 pages for the body and up to 2 pages of references. The page limit includes all charts, graphs, diagrams, etc. and references.
- All papers must be accompanied by a **150 word abstract** for inclusion in the Conference Program.
- **Text requirements**: Please use single spacing and Times New Roman or Arial 10 point font or larger.
- The entire submission (title, abstract, text, figures, graphs, tables, and references) must be contained in **one document**.
- The title should be listed in the header of each page.
- **Only electronic submissions** will be accepted.
- Figures, graphs, tables, appendices and references should follow the *Academy of Management Journal's Style Guide*.
- Please follow these guidelines to ensure your paper is reviewed. Papers that are not prepared according to these formatting instructions risk **NOT** being reviewed.

Review process

- To preserve anonymity, author names should **NOT be identified** in header/footer or in the body of the paper. Authors should be referred to in the text or notes in the third person only.
- All papers will be **blind peer reviewed** by at least two (2) reviewers.
- Reviewers will be invited to supply review comments to authors, there is no guarantee, however, that they will do so in every case.
- Review notification (accept/reject decisions) will be communicated by the end of August 2018.
- Reviewer decisions are final. Under no circumstances can communicated outcomes be revisited.