**2016 WAM Conference Submission Guidelines**

**Traditional Papers**: Traditional conceptual and empirical papers are included in this category. They should be no more than 30 pages, including references, appendices, tables, etc.. Authors will have approximately 15 minutes to present their work.

**Developmental Papers**: Developmental submissions should be between 1000 and 2000 words long. Papers that are shorter or longer than this will not be reviewed. There are three categories of developmental papers: Research proposals, conceptual papers, and empirical papers. Research proposals should include research questions or hypotheses, the literature that has informed the questions, and proposed data collection and analyses. An empirical paper should include the same elements as a research proposal submission and some preliminary analyses. Conceptual papers should include a description of the relevant literature, the need for/rationale for the paper, and some preliminary ideas for the theoretical contribution.

All successful developmental submissions will be assigned to a group with other authors. Each author will have 5 minutes to informally present their ideas, and will then listen silently for 10 minutes as the other participants discuss the work. There will be 5 minutes at the end for follow-up questions or discussions. Authors will be expected to review each other’s work and come prepared to participate in these discussions.

**Symposia, Workshops, and Panels**

These are not blind reviewed and should include author information. They will be judged on the following criteria: (a) How well prepared is the submission? (b) How likely is it to appeal to a broad audience? (c) How “WAM-y” is it? (i.e. is it innovative, creative, edgy, and able to be enjoyed during or after a glass of wine?)

**Symposia**: The body of the proposal should include a 3 to 5 page summary of the session and proposed format, and a 2 to 3 page description of each panel (if relevant) in the session. Symposia should fit into a 90-minute session.

**Workshops**: Submissions should provide a 3 to 5 page description of the focus of the workshop (e.g. teaching, research methods, etc.), the intended target audience, proposed session content and format, and a clear description of how the session will add value for a target audience. Workshop submissions should include a time requirement of 60, 90, or 120 minutes.

**Panels**: Submissions should include a 3 to 5 page description of the focus of the panel and its intended contribution, the participants and facilitator, a request for time allowance, and intended target audience. Panels should fit into a 90-minute session.

**Submission and Formatting Guidelines:**

Manuscripts should be double-spaced with 1-inch margins on all four sides. The page setup should be for standard U.S. letter size (8.5 x 11 inches). Manuscripts should be prepared in Times New Roman font, size 12.

Each submission must be submitted as a single document in Microsoft Word format (.doc/.docx) or PDF.

If a traditional or developmental paper is accepted, at least one author must register and present their work at the conference. For other submission formats (symposia/workshops/panels), all listed participants must register and present their work.

We follow the Academy of Management's Rule of Three: no participant is allowed to be included as an author, presenter, session chair, discussant, etc. in more than three program sessions.

**Submission Tracks:**

1. Organizational Behavior/Human Resources Management
2. Leadership
3. International Business and Management
4. Organization and Management Theory
5. Technology and Innovation
6. Entrepreneurship
7. Business Policy and Strategy
8. ONE/SIM (Organizations and the Natural Environment/Social Issues in Management)
9. Ethics and Spirituality
10. Organizational Development and Careers