

2012ICOI Submission Guideline

1. Submissions may be made electronically via e-mail to charles@iaoiusa.org conference@iaoiusa.org. please uses MS Word only. The paper should be a maximum of 15 pages including appendices, references, figures and tables. The paper must be singled-spaced, printed at 12 points with Times New Roman. Page numbers should begin with 1 and the paper should not exceed “**fifteen pages**” in length. In general, the paper must be the way you want it to look in the publication. Papers are to be prepared in English, and totally edited to avoid grammatical and typographical errors. Papers must be written in a clear concise manner for ease of reading and interpretation.

NO MANUSCRIPT WILL BE ACCEPTED WITHOUT THE REQUIRED FORMAT.THE MANUSCRIPT SHOULD BE PROFESSIONALLY PROOFREAD BEFORE THE SUBMISSION.

As for line spacing, it should be title on the first line or lines and then author's information with one line per author . The author's information line should contain first name, last name and institutional affiliation. Leave two blank lines between author's information and the abstract.

The abstract should be italicized. Leave three blank lines between the abstract and the body of the manuscript. **Please do not use columns.** References need to be consistent

and in a generally accepted format. Every sub-heading should be bold and capitalized. **The manuscript should be in one file entirely in Microsoft Word.** No other software may be used.

1. Title page. The first page of the typescript must contain: the full title; the affiliation of all author(s); an abstract of not more than 250 words; the name, full postal address and email of the author who will be responsible for correspondence and correcting of Proofs.

2. Illustrations. All illustrations of any kind should be submitted as sequentially numbered figures.

3. Tables. Tables should be numbered and headed with short titles. As same with illustrations, they should be placed where you want them to appear.

4. Acknowledgements. Acknowledgements should appear at the end of the text.

5. References. The APA is used. References are listed alphabetically after the text. Paper titles should be written out in full. Examples are:

Bettinger, C. (1989). Use corporate culture to trigger high performance. *Journal of Business Strategy*, 10, 38-42.

Goffee, R., & Jones, C. (1998). *The character of a corporation: How your company's culture can make or break your business*. New York: HarperCollins Publishers.

Types of Presentations at the ICOI (Identify in your proposal)

Paper Sessions: Paper presentations are arranged around a general topic. Each Participant will make a 15-minute presentation. A 5-minute general discussion will follow the presentation. Papers may be one of the following types:

1) **Theoretical, concept or idea-based paper:** An abstract (300 words) for a paper presentation should include the concepts/theories/ideas to be addressed; related literature and research; description of how the concepts/theories/ideas fit into the context of existing literature and conference theme; and conclusion or implications for the profession.

2) **Research-based paper:** An abstract (300 words) or a research-based paper should include the problem statement, question, or hypothesis; context of the problem as discussed in the literature; research design and methodology; results/major findings; and conclusions/implications of the study.

Poster Sessions: The poster sessions will be held in a large room. Tables will be available for all presentations. Presenters may request easels for their presentations. Presenters will staff their assigned tables for the duration of noted poster sessions in the conference program. Conference participants will circulate among the presenters, asking questions and engaging in individualized, informal dialogue with presenters about their projects. Abstracts (200-300 words) for Poster Presentations should include an overview of the research topic, concept/ideas and type of results being shared, and implication for the profession.

Roundtable Sessions: The Roundtable format allows maximum interaction with the presenters by eliminating the formal presentation. Individual presenters are assigned to numbered tables in a large meeting room where interested persons may gather for discussion with the presenter about his or her paper or project. This format is particularly appropriate for issues best pursued through extensive discussion. Roundtables are to be organized to permit informal discussion by presenters of research projects, doctoral dissertations, innovative instructional or administrative

techniques, or new types of instrumentation. Roundtables may be presented in poster format, PowerPoint, or short discussion paper. Abstracts (200-300 words) for Roundtables should include an overview of the presentation; the concept/ideas to be discussed; context as discussed in the literature; structure of participant interaction; outline of questions to be addressed; and implication for the profession.

Symposia: Symposia are 50 minute sessions that contain several papers on a single topic. Abstracts (200-300 words) for a symposium should include an overview, summaries of several papers, and suggestions for audience participation. The cover sheet for a symposium should list the organizer as the senior author and should include the title and presenter of each of the papers in the symposium as "Co-authors." If the organizer presents a paper, that person should be listed among the co-authors in addition to the listing as organizer.

Handouts: No handouts are required. All presenters are expected to provide an electronic copy of their presentation in Word format.

Conference Proceedings: Presenters' papers submitted before May 2, 2012 will be included on a complimentary flash drive of the 2012 ICOI Proceedings. The flash drive will contain a copy of the conference proposal as well.

Audio Visual Equipment: Each breakout room will have a DLP/LCD projector and screen available for use. Presenters should bring their electronic presentations on their laptop or on a flash drive.

Possible Topics for Paper Presentations

1. Innovation
2. Organizational Creatology
3. Total Innovation Management (TIM)
4. E-Innovation
5. Marketing Management
6. Human Resource Management
7. Financial/Business Management
8. Production and Operations Management
9. Trade Practices
10. Economic Issues
11. Legal Education
12. Industrial Development Strategy

13. Industrial Management
 14. Leadership/Management/Organizational Development
 15. Best Practices
 16. Consumer Behavior
 17. Entrepreneurship
 18. WTO Issues, Globalization and Economy
 19. International Business Communication
 20. Information Management and E-Business
 21. Higher Education and Educational Administration
 22. Logistics Management
 23. E-Business
 24. Innovation Management
 25. Technology Management
 26. Knowledge Management
 27. Global Logistics Management
 28. Global Leadership
 29. Product Design and Management
 30. Hospitality and Tourism Management
- Other...Suggest Your Topic

The Paper Submission and Review Process for the Conference:

Please make all submissions by email

Submissions will consist of papers (full text required) to the following email addresses: conference@iaoiusa.org; charles@iaoiusa.org

1. The Conference Coordinator will conduct the Paper Review and announce the review results on the conference website on May 14, 2012. Authors of accepted papers will be notified by email.

2. Paper Submissions must contain the full text and be written in English by MSWORD from the left to the right using A4 paper. Paper length is limited to 15 pages. Attach a cover page with detailed contact information including name, title, affiliation, mail and email address, phone or cell, and fax numbers.

Note: Proposals for panel discussions and symposium of specific topics will also be considered.

3. Paper Proposals will be sent to two referees for blind review for Acceptance or Rejection.

4. All accepted papers will be published in The Conference Proceeding, with an ISBN number, and will be distributed at the conference. Authors will also be encouraged to publish their papers in The International Journal of Organizational Innovation. Awards for "Outstanding Papers" will be made.

5. Only persons with **paid conference registration** will be allowed to enter the conference sessions and will receive the Conference Proceedings and other materials.

For more details, please contact

Dr. Charles Shieh

Email: charles@iaoiusa.org