



INTERNATIONAL FOOD AND AGRIBUSINESS MANAGEMENT REVIEW STATEMENT OF EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

Statement of Editorial Philosophy

The International Food and Agribusiness Management Review (IFAMR) is to be recognized internationally as the reference point for both academics and professionals interested in food and agribusiness management issues. The *Review* will be known for the excellence of its peer-reviewed academic contributions. At the same time, appropriate space and resources will be devoted to encourage relevant professional and industry contributions as well as contributions by students. The *Review* will be a key component of the activities of IAMA, and will be instrumental in growing its active membership. The *Review* will help increase the visibility of the Association by promoting the profile of the annual Forum and Symposium. Specific efforts will be devoted to the development of quality cases to be used in classrooms as well as for executive education. The IAMA Case Conference will be instrumental in this endeavor.

The Editor is the Guarantor of the independence and the academic and professional standards of the IFAMR, and will work to ensure that the Review:

- Will become the recognized reference point for IAMA members and agribusiness professionals world-wide, providing excellence in quality, relevance, timeliness, and readability;
- Will be recognized world-wide as the preferred peer-reviewed outlet for academic publications on agribusiness and related themes; in addition, IFAMR will also be known for the relevance and overall quality of its professional contributions and commentary pieces. Designed to serve the entire membership of IAMA, the IFAMR will strive to be recognized as an innovative publication with quality and timely contributions on world-wide relevant agribusiness issues that really matter to IAMA and all its members;
- Will create knowledge-based value added for IAMA, its members and all non-members (individuals and organizations) with an interest in food and agribusiness; this will be done by attracting peer-reviewed quality pieces that are also valued by non academic professionals, and by bridging the perceived gaps between academic and industry contributions. IFAMR will become a tool to build IAMA, to attract new active individual, corporate and institutional members;
- Will be an opportunity to give voice and lever IAMA's different constituencies, encouraging contributions from non-academics, and promoting better information on and increased awareness of relevant agribusiness events and initiatives around the world.
- Will become a shining component of IAMA's stable of activities and will not compromise on academic quality or limit itself to academic interests.

Overall, the Review will be known internationally for:

- The quality, relevance, and timeliness of its contributions, whether with an academic or industry-oriented focus;
- Leveraging the wealth of knowledge of IAMA's members;
- Its nourishing and supportive attitude towards contributions by students; and
- The capacity to foster international debate and facilitate new international networking and research opportunities in agribusiness.

Guidelines for Contributors

Preamble

The *International Food and Agribusiness Management Review* (IFAMR) publishes high quality contributions on topics related to the practice of management in the food and agribusiness industry. The *Review* provides managers, researchers and teachers with a forum where they can publish and acquire research results, new ideas, applications of new knowledge, and discussions of issues important to the worldwide food and agribusiness system. The *Review* is published electronically in the member's section of the IAMA website. The Review will be published quarterly in January, April, July and October. Acceptance of a manuscript is required one month before the publication date to ensure final approval by the author(s) of the production work.

The IFAMR publishes articles and cases. Contributions stemming from work by graduate students are strongly encouraged.

Articles

Articles appear in one of the three sections: Forum, Industry Practice, Research. Common to all three sections of articles is the intent to present relevant quality contributions that can be appreciated by the entire membership of IAMA. The IFAMR wishes to encourage international collaborative quality work by academic, industry and government members, to reflect the spirit that animates IAMA and makes the Association so unique and so valuable to the international food and agribusiness community. The IFAMR recognizes the different needs of its members, in particular the need by academics to have their output peer-reviewed. The pre-requisite of quality and relevance is fully understood; simply, the IFAMR has set for itself a much higher objective than be recognized simply as another academic journal.

- **Forum.** Contributions to the Forum are designed to stimulate the discussion and debate of timely and relevant broad issues and problems. The electronic format of the IFAMR is well suited to support this. Contributions from industry and government members of IAMA are strongly welcomed and encouraged. Eventually, multimedia contributions will also be possible. The formal blind peer-review of the manuscript -following the standard IFAMR process- will be completed only if requested by the author(s).
- **Industry Practice.** Contributions to the Industry Practice section are designed to debate specific managerial issues. They may consist of executive interviews and industry-driven discussions of specific managerial points, as well as case studies. As indicated in the case of the forum, the formal blind peer-review of submissions will be completed only if requested by the author(s). In the case of cases, however, a formal peer-review process will always be completed.
- **Research.** Contributions to this section present the results of original quality research work and are finalized to the discussion of their practical relevance and implications. Interdisciplinary submissions from academic, industry and government members of IAMA are strongly encouraged. Manuscripts should have a foundation of solid and robust methods and focus on the discussion of the practical implications and relevance of the empirical results for (an interdisciplinary subset of) the entire IAMA community. To this end, accepted contributions will be relevant, concise, clear and readable, to provide value to a wide spectrum of readers, from senior undergraduate students, to academics, extension specialists, middle and senior management, government employees and Board Members. Heavy mathematical sections should be presented in an appendix. A formal peer-review process will always be completed.
- **Industry Notes.** Contributions to the Industry Notes section are short and report on professional issues of practical relevance to agribusiness. Also in this case, the formal peer-review process will be completed only if requested by the author(s).

Cases

IAMA has always paid particular attention to the needs of food and agribusiness management education and cases play an important role in this. The IFAMR intends to encourage agribusiness case writing, with the long term objective to build a database of quality food and agribusiness management cases to be used internationally for educational purposes. Cases published by the IFAMR will ideally be about a decision-making problem related to one of the areas of emphasis of IAMA. They will primarily focus on business, technical, ethical or regulatory issues that confront a food and agribusiness organization, or deal with an aspect of agribusiness education. Cases will preferably be based on field research of authors / team of authors from academia, industry and government. Exploratory (research) cases, evaluative (descriptive) cases, and cases based on simulated situations are also accepted. A teaching note/package is required before a submitted case may enter the review process; the note/package will not be published by the IFAMR, but will be made available by the IFAMR Office to instructors who request it.

Peer reviewed cases published by the IFAMR will be identified by the "IAMA Case" logo and by the logo of the sponsor companies providing the IFAMR with support for case publication and for the IAMA Case Conference.

Other Activities: The IAMA Case Conference

The IFAMR organizes the IAMA Case Conference, held in conjunction with the Food and Agribusiness Forum and Symposium. The conference is organized around a number of contributed cases, and offers a positive environment to case authors interested in improving their manuscripts. A special section of the IAMA Case Conference will be reserved to students' contributions. It is expected that the student(s) will be senior authors with a faculty mentor as co-author. If requested by the author, contributed cases are entered in the IFAMR formal review process.

Other Activities: The Food and Agribusiness Symposium

The IFAMR encourages submissions of contributed papers presented at the Food and Agribusiness Symposium. The formal peer-review process is in addition to the contributed paper selection process for the Symposium.

Review Process

Articles

Each submission undergoing peer review is sent by the Editor to two anonymous reviewers, who are asked to address these questions:

- Does the author(s) state clear objectives? Are the objectives directly related to effective and efficient management of firms competing in the food and agricultural industries?
- Is this problem clearly stated and of interest to food and agribusiness managers as well as academics? Have the author(s) presented the problem in the context of existing, relevant research?
- Is the methodology appropriate for the problem and is it used correctly? Have the author(s) explicitly listed the assumptions and shortcomings of the methodology?
- Are the results presented in a manner that is accessible to both academics and managers? Are the results consistent with the methodology employed? Do the author(s) discuss the conditions under which the results are valid?
- Are the conclusions appropriate given the results of the research? Are the conclusions relevant for managers in the food and agricultural industries? Do the author(s) explicitly state and discuss the implications of the research with respect to the management of food and agribusiness firms?

Written comments and an overall assessment are provided for each of these 5 dimensions. The overall assessment is expressed using the following scale:

1. Unacceptable, not relevant for the IFAMR audience.
2. Borderline, has major problems requiring attention.
3. Good, requires some attention.
4. Excellent, only minor details require attention.

The reviewer then makes one final comprehensive recommendation to the Editor:

- a. Reject.
- b. Resubmit for full review after major revision.
- c. Resubmit after minor revision; editor to re-assess it.
- d. Accept, only minor details require attention.

Cases

The case and teaching note/package undergoing peer review are sent by the Editor to two anonymous reviewers, who are asked to address these questions:

- Is this case relevant to food and agribusiness clients? Is the context still relevant? Will the case stimulate student interest?
- Is the difficulty of the case appropriate for its target market? Does the case provide sufficient information, given its teaching objectives?
- Is the case clear, well written and presented in a manner that is accessible to students, management and academics?
- Is the teaching note complete?
 - Is the target market well defined and appropriate, reasonable?
 - Is the teaching strategy sound and complete? Has the case been “classroom” tested, is it likely to work?
 - Is the list of questions and assignments well rounded, sound, likely to work?
 - As appropriate, given the case content: is the research process appropriate and complete; is the simulation complete, sound and realistic; is the description complete and does it provide sufficient details?
 - Is the follow-up relevant and consistent with the case, is it interesting to the case user, addressing the key points of the case (or explaining why they were not addressed)?

Written comments and an overall assessment are provided for each of these dimensions. The overall assessment is expressed using the following scale:

1. Unacceptable, not relevant for the IFAMR audience.
2. Borderline, has major problems requiring attention.
3. Good, requires some attention.
4. Excellent, only minor details require attention.

The reviewer then makes one final comprehensive recommendation to the Editor:

- a. Reject.
- b. Resubmit for full review after major revision.
- c. Resubmit after minor revision; editor to re-assess it.
- d. Accept, only minor details require attention.

Submissions by the Editor or an Associate Editor

In order to ensure the absolute integrity of the IFAMR review process, the following two measures have been implemented to handle submissions listing either the Editor or any Associate Editor as author:

- a. Past Editors of the IFAMR will serve as Guest Editors of any professional or academic manuscript listing the current Editor as author or co-authors.
- b. The Editor will ensure that an Associate Editor appearing as co-author will not be involved in any deliberation concerning that specific manuscript.

Manuscript Preparation

All manuscripts must be submitted along with a completed IFAMR Submission Form, which is located at the end of this document.

Articles

Contributions should be submitted electronically to the IAMA Business Office. Authors should follow a number of formatting guidelines, designed to streamline the processing of the submission. If email is not possible, please send the manuscript on a disc or CD-ROM to the IAMA Business Office.

- *First page: Title page*
This page should provide the title of the manuscript and the full name, affiliation, mailing address, e-mail address, and phone/fax number for the lead author and all co-authors. One of the authors -not necessarily the lead author- should be identified as the contact author for matters pertaining to the review and publication of the manuscript. One of the authors must be a member of IAMA. In order to ensure anonymity throughout the review process, no reference to the authors or their affiliation should appear in the file properties of the file.
- *Second page: Executive Summary*
This page should provide the title of the manuscript and an executive summary of 200-300 words. Executive summaries are published in the front of each IFAMR issue. Do not provide author(s) name on this page.
- *Third page: Abstract and key - words*
This page should provide the title of the manuscript, an abstract of 50-100 words, and a list of up to 5 key words.
- *Fourth and subsequent pages: Body of the manuscript*
This page should provide the title of the manuscripts, and the actual contribution (to continue on the following pages).
- *General formatting instructions*
 - Software: please use Microsoft Word.
 - Spelling: please follow consistently either a Standard United States or a Standard United Kingdom English spelling.
 - Paper size: standard 8.5" x 11" letter-size is preferred; orientation: portrait; margins 1 inch, no gutter.
 - Font: Times New Roman 12-point. Please use 14 pt font for all headings and sub-headings, do not number them.
 - Header/footers: please do not use headers/footers except for page numbers, to be placed in the bottom right corner of the page.
 - Bold/underscoring: please do not bold nor underscore headings or subheadings.
 - Section breaks: please do not insert section breaks in the body of the manuscript.
- *Mathematical Notation*
Use only essential mathematical notations. Equations should be numbered and appear in the correct location in the manuscript. They must be created using the Symbol font, or inserted as an image or picture. Do not use text boxes containing equations formatted in a different program, as this may result in formatting conflicts when the file is published on the IFAMR site. Leave a single blank line before and after the equation. For example:

$$1) PP (IFAMR) = f (\text{relevance, clarity, timeliness, methodology, implications ...}),$$

Where PP (IFAMR) is the probability of publication in the IFAMR.

- *Tables and Figures*

Tables/figures should appear in the correct location in the manuscript (as noted, large landscape tables requiring a section break are to be placed at the end of the manuscript; in this case simply indicate in the manuscript where the table should be located). Each table/figure must have a title, and should be referred to in the manuscript, should be centered horizontally, with text wrapping set to none. Figures may use color. Tables should be single-spaced. A 1pt single line should separate the title of a table from the column headings and these from the data. A 1pt single line should also be used at the bottom of the table. Please do not use vertical lines, nor shading or patterns; hide gridlines. Vertical alignment of cells should be centered. Please leave a single blank line before the title of the table/figure and leave two blank lines following the table/figure. An example is provided in the following table, Table 1.

Table 1: Example of table format, IFAMR.

	Q1	Q2	Q3	Q4
Received and peer reviewed	32	25	15	27
Accepted	5	10	3	7
Industry notes	2	1	2	3
Book reviews	1	1	4	2

- *Footnotes*

Footnotes should appear throughout the paper as needed and be numbered consecutively, not page by page or by section. Use footnotes only for explanatory purposes, not for guiding to specific information or work. Please note that footnotes should be in Times New Roman 10pt font.

- *References*

References should be single-spaced at the end of the text, and should follow the 14th edition of the Chicago Manual of Style.

- *Appendices*

Should follow the References and adopt the same formatting convention used in the body of the manuscript.

Cases

Cases should follow the same general formatting guidelines set above for articles, in addition to the following.

- The following statement should appear on the title page: “*Review copy for use of the IFAMR. Not for reproduction or distribution. Dated (date of submission)*”.

A teaching note/package is required and it would normally include the following sections:

- *Statement of relevance*

The illustration of the relevance of the case to food and agribusiness clients.

- *Target Market statement*

The concise description of the key points and the preferred target market for the case, including:

- The illustration of the main topics covered by the case;
- The specific teaching objectives of the case;
- The intended audience (senior undergraduate course; graduate course; executive education; adult education / extension);
- A list of references and support material that could be used by the instructor and the students to gain maximum benefit from the case.

- *Teaching Strategy statement*

The detailed illustration of the key concepts presented in the case, and of the suggested strategies for their presentation, including the suggested sequence of key questions, and the possible use of audiovisual / other material.

- *Activity statement*

The list of questions and assignments that could be presented in the case, with an outline of the key answer points. To the extent possible this list should also provide an indication of the relative importance of each observation / solution point; this will assist the presentation of the case and the assessment of contributions by students.

- *Research statement*

When appropriate, a description of the research process followed to gather the material presented in the case, with a clear indication of what is actual research result and what has been simulated / disguised by the author.

- *Follow-up statement:*
When appropriate, a follow-up to the case, illustrating -as appropriate- further development in the case story, decisions made, their consequences, and suggestions on how all this could be used to maximize case effectiveness.

Submission Conditions

Manuscripts (articles and cases) must be neither previously published nor submitted elsewhere simultaneously. Authors are responsible for obtaining permissions from the copyright owner for any quotations, illustrations or tables. At least one author must have a current membership in IAMA at the time of the submission for the manuscript to be considered. For membership information, see the IAMA website (www.ifama.org). Authors agree to transfer copyright to IAMA if the submission is accepted for publication on the IFAMR.

Publication

The IFAMR is published in electronic format on the IAMA website. Upon acceptance of the manuscript for publication, authors will assign the copyright to IAMA and supply the Business Office with a final version of the manuscript. The contact author will receive page proofs in .PDF format for final inspection before publication. The author is responsible for the accuracy of these proofs. An official letter is sent to confirm acceptance of a submission, and confirm the completion of the blind peer review process. Once accepted for publication, a file cannot be modified. Minor *errata corrige* will be added to the file, but will not replace the original text. Changes and revisions of a more substantial nature will require a separate submission to the IFAMR.

Fees

The IFAMR is supported by a combination of fees, industry grants and in-kind professional support. Authors are assessed a *Submission Fee* - due when the manuscript is submitted for review, and a *Publication Fee* - due upon acceptance of the manuscript for publication. Fees are set by the IAMA Board of Directors.

Submission Fee: IAMA Members: US \$100

Non-Members: US \$250 (includes the price of an IAMA membership).

Publication Fee: US \$250.

Submission Instructions

Please e-mail manuscripts and supporting documents to the IFAMR Editor (iama@tamu.edu). If submission by e-mail is not possible, save the manuscript to a disk or CD-ROM and mail it to the following address:

IFAMR Editor
IAMA Business Office
PO Box 14145
College Station, TX 77841-4145
U.S.A.

E-Mail: iama@tamu.edu

Phone: 979-845-2118

Fax: 979-862-1487

IFAMR Submission Form

(PLEASE TYPE OR PRINT CLEARLY)

MAIN (CORRESPONDING) AUTHOR		
Prefix: <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. First Name: _____ Last Name: _____ Country Code: _____ City/Area Code: _____ Phone Number: _____ Fax Number: _____ E-Mail: _____ Business Title: _____	Department: _____ Organization: _____ Address 1: _____ Address 2: _____ City: _____ State/Province: _____ Postal Code: _____ Country: _____	
CO-AUTHOR 1		
Prefix: <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. First Name: _____ Last Name: _____ Country Code: _____ City/Area Code: _____ Phone Number: _____ Fax Number: _____ E-Mail: _____ Business Title: _____	Department: _____ Organization: _____ Address 1: _____ Address 2: _____ City: _____ State/Province: _____ Postal Code: _____ Country: _____	
CO-AUTHOR 2		
Prefix: <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. First Name: _____ Last Name: _____ Country Code: _____ City/Area Code: _____ Phone Number: _____ Fax Number: _____ E-Mail: _____ Business Title: _____	Department: _____ Organization: _____ Address 1: _____ Address 2: _____ City: _____ State/Province: _____ Postal Code: _____ Country: _____	
CO-AUTHOR 3		
Prefix: <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. First Name: _____ Last Name: _____ Country Code: _____ City/Area Code: _____ Phone Number: _____ Fax Number: _____ E-Mail: _____ Business Title: _____	Department: _____ Organization: _____ Address 1: _____ Address 2: _____ City: _____ State/Province: _____ Postal Code: _____ Country: _____	
MANUSCRIPT TITLE		
TITLE: _____		
MANUSCRIPT TYPE	<input type="checkbox"/> Forum <input type="checkbox"/> Industry Practice <input type="checkbox"/> Research <input type="checkbox"/> Industry Note <input type="checkbox"/> Case	<i>For Administrative Use Only</i> ID# _____ Transactions: Date: _____ Amount: _____ Date: _____ Amount: _____
IFAMR FEES		
IFAMR FEES	Submission Fee <input type="checkbox"/> IAMA Member US \$100 <input type="checkbox"/> Non-Member US \$250	Publication Fee <input type="checkbox"/> US \$250
METHOD OF PAYMENT (Submission fee due at time of submission.)	<input type="checkbox"/> Check/Money Order to "IAMA" – (\$USD only, drawn on U.S. Bank) <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express Card #: _____ Card Identification #: _____ Cardholder Name: _____ Expiration Date: _____	