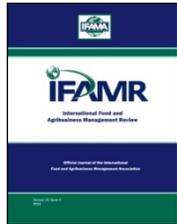




International Food and Agribusiness Management Review EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

Editorial Philosophy



The International Food and Agribusiness Management Review (IFAMR) is an Open Access intellectual meeting place for industry executives, managers, scholars and practitioners interested in the effective management of agribusiness firms and organizations operating in the global food system. It is internationally recognized as a catalyst for discussion and inquiry for those interested in the food and agribusiness system. Specifically we seek articles that are relevant to management scholars and/or managers.

The core values of the *Review* are as follows: excellent academic contributions; fast, thorough, and detailed peer reviews; building human capital through the development of good writing skills in scholars and students; broad international representation among authors, editors, and reviewers; a showcase for IFAMA's unique industry-scholar relationship, and a facilitator of international debate, networking, and research in agribusiness.

The *Review* welcomes scholarly articles on business, economics, public policy, and law pertaining to the global food and agribusiness system. Articles may be applied or theoretical, but must address an issue relevant to managers or management, and advance the topic through implication and application. Articles focused on a special issue, case studies, industry interviews, and book reviews are also welcome.

The *Review* is published quarterly. A *Special Symposium Issue* is published following the Annual IFAMA conference in June that highlights Best Papers from *IFAMA's Annual World Forum and Symposium*. The *Review* is an open access electronic journal that also uses alternative media formats such as MP3, MP4, and video clips.

Guidelines for Contributors

Note: *We receive a large number of submissions. The high volume, while wonderful, is time consuming for our editors and reviewers. Therefore, articles accepted for review must adhere to our Contributor Guidelines. Unfortunately we will desk reject submissions that do not follow these guidelines.*

Articles appear in one of the following sections: Research, Reviews, Executive Commentaries and Case Studies. All submissions are double-blind peer reviewed.

EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

Research. Contributions may be theoretical or empirical in nature, but must address an issue of interest to food and agribusiness scholars or managers. Manuscripts should be logically structured and have robust methodology containing references, figures, tables, and graphs.

Reviews. Review articles provide a focused, current discussion of a scholarly topic relevant to the field of food and agribusiness. A review article contains an overview of current research and cases in the field, supplies links between research areas, discusses and provides new ideas and possibilities for further research. It contains an extensive reference list.

Executive Commentaries. Contributions of commentaries need to be less than 1000 words and should report on professional issues of practical relevance to agribusiness. There is no peer-review of industry commentary.

Case Studies. The *IFAMR* encourages food and agribusiness case submissions. We maintain a database of quality teaching cases which can be used for educational purposes. Cases published by the *IFAMR* should address a decision-making problem related to a business, technical, ethical or regulatory issue confronting a food and agribusiness organization or manager. A teaching note/package is required before a submitted case is considered for the review process. All case studies are reviewed by scholars experienced in either writing and/or using case studies.

The Review Process

Articles

Each submission undergoing a blind peer review is assigned a Managing Editor by the Executive Editor. The Managing Editor is selected based on either their familiarity with the topic and/or their geographic proximity to the submitting authors. The Managing Editor is responsible for reviewing the manuscript, evaluating the reviews, and working with authors to analyze the information provided by the reviewer team to strengthen the quality of the final product. The Managing Editor will also facilitate manuscripts under revision. Each manuscript is reviewed by a minimum of two anonymous reviewers. The Managing Editor and the Executive Editor determine the final disposition of a manuscript.

Reviewers are asked to be very specific with their critique and list each item they would like the author to address. To this end line numbers are inserted into each manuscript to help the reviewer's maximize the clarity of their comments. Authors then shall respond to each of the reviewer's comments and note where changes occur in the text. If no change is made, a rationale for not changing the text needs to be provided to the reviewer.

Reviewers will also address the following questions in addition to a thorough critique of the manuscript:

- A. Does the author state clear objectives?
- B. Are the objectives directly related to effective and efficient management of firms competing in the food and agricultural industries?
- C. Are the objectives of interest to managers or management scholars?
- D. Is the research problem clearly stated?
- E. Has an effective literature review been conducted?
- F. Is the methodology appropriate, and if so, is it described and applied in an appropriate manner?

EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

- G. If data are employed, is the source and their collection methodology properly explained?
- H. Are the results and conclusions well presented?
- I. Is the paper well-structured and does it flow?
- J. Is the paper well written from a technical editing or grammatical perspective?

Reviewers are asked to provide a recommendation to the Managing Editor:

Written comments and an assessment are provided for each of these ten dimensions. The 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 Managing Editor:

- a. Reject.
- b. Resubmit for full review after major revision.
- c. Resubmit after minor revision; managing 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 Managing Editor to a minimum of 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?
1. Is the target market well defined and appropriate, reasonable?
 2. Is the teaching strategy sound and complete? Has the case been “classroom” tested, is it likely to work?
 3. Is the list of questions and assignments well rounded, sound, likely to work?
 4. 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?
 5. 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)?

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Written comments and an assessment are provided for each of these dimensions. The 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 Managing 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.

Formatting

Articles

First page: Title page: This page should provide the title of the manuscript and the full name, title, department, organization, mailing address, e-mail address, and phone 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. In order to ensure anonymity throughout the review process, no reference to the authors or their affiliation should appear in the subsequent pages beyond the title page.

Second page: Title, Abstract and keywords: This page should provide the title of the manuscript, an abstract (max 150 words), and a keyword list of up to 5 key words. The purpose of the abstract is to serve as a “hook” to entice the reader to read your article.

To whom do you direct your article? Management scholars, management practitioners, or both? Construct your abstract to attract your audience. You might test your abstract out on some representatives of the target audience. Ask your sample, “do you want to read more?”

This abstract description will be utilized in promotional materials. You will receive greater downloads, citations, readership, and impact, the stronger, more attractive and concise your abstract.

Third 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

Please submit articles in PDF format.

1. **Title Page:** Title of manuscript. Contains contact information for authors. See formatting section above.
2. **Body of Manuscript:** Contains the manuscript title, abstract and keywords on page 1. It should not contain any information identifying the authors.
3. **Size:** Ideal manuscript length, 15 pages.
4. **Single spaced:** Use single spaced lines.
5. **Insert line numbers** in the left hand margin for each line. Number lines continuously from the beginning of the paper to end. Do not renumber at the start of each page.
6. **Spelling:** please follow consistently either a Standard United States or Standard United Kingdom English spelling.
7. **Currency values** in either \$USD or Euros.
8. **Paper size:** standard 8.5" x 11" letter-size is preferred; orientation: portrait; margins 1 inch, no gutter.
9. **Font:** Times New Roman 12-point.
10. Please use bold 14 pt. font for all major headings. Sub headings should be italicized 12 pt font. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. The maximum level of subheadings is four (e.g. 1.1.1.1).
11. **Header/footers:** please do not use headers/footers except for page numbers that are to be placed in the bottom right corner of the page.
12. **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. Preferably, they must be created using the normal font type, or formula editor. Else insert them as an image or picture. Do not use formula editor or images for simple characters within a sentence. 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:

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

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. They should not exceed the page size, the minimum font size is 10. Larger tables can be presented as supplementary data, for instance as an Excel table. 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. Please do not use vertical lines, nor shading or patterns; hide gridlines. Vertical alignment of cells should be centered. Please leave a two blank lines before the title of the table/figure and two blank lines following the table/figure.

EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

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

Present all values in Tables and Figures as concisely as possible. Avoid excessive use of zeros or decimals. Use commas to separate thousands and periods to separate decimals. Pay special attention to keep zeros to a minimum on the Y axis of figures.

Please note that after acceptance of your paper you need to provide the graphs and figures as vector oriented images (see Appendix). Photos need to have a minimum resolution of 300 dpi at their original size. Websites usually only provide 72 dpi images, which is a too low resolution for publication.

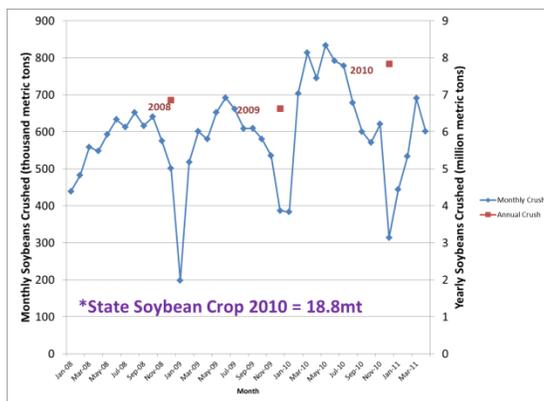


Figure 1. Soybean crush in Mato Grosso, Brazil

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.

EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

References

References should be single-spaced at the end of the text, and should be based on the 15th or 16th edition of the Chicago Manual of Style. A specific Endnote style is available for IFAMR at the publishers website.

References to other publications should contain full bibliographical details. Journal titles should be written in full. For multiple citations in the same year use a, b, c immediately following the year of the publication. An abbreviated sample follows:

a. **In-text**

Author's last name followed by a year of publication, all in round brackets, e.g. (Jacket, 2009); (John and Sexton, 2007); or (Sam *et al.*, 2005; Sam, 2006, 2010a,b).

b. **Books**

Surname, initials. Year of publication. Title. Publisher, place, country.

Smith, J.R. and J. Jones. 2001. *Reference style guidelines: a compendium*. Sage, Thousand Oaks, CA, USA.

c. **Chapters in an edited book**

Surname, initials. Year. Chapter title. In: title, editor's initials and surname. Publisher, place, country, pp. page-numbers.

Smith, J.R. 2009. Why punctuate? In: *Article styles*, edited by R. Brown. Sage, Thousand Oaks, CA, USA, pp. 155-162.

d. **Journal Articles**

Surname, initials. Year. Title. Full journal name, volume (number – if pages are not consecutive in volume): pages. If the article is in press, supply the DOI.

Smith, J.R. 2001. Reference style guidelines. *Journal of Guidelines* 4 (1): 2-7 [or 4: 2-7].

Smith, J.R. 2003. Reference style guidelines: An update. *Journal of Guidelines* 6 (3): 118-25.

Smith, J.R. in press. More reference style guidelines. *Journal of Citations*. DOI:
<https://doi.org/10.22434/MS23456.23>.

If there is more than one author, list initials followed by surnames. All authors must be shown.

Mutuc, M., R.M. Rejesus and J.M. Yorobe. 2013. Which farmers benefit the most from Bt corn adoption? Estimating heterogeneity effects in the Philippines. *Agricultural Economics* 44: 231-239.

e. **Unpublished papers**

Surname, initials. Year. Title. Paper/report number if applicable. Institute, place, country.

EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

Wynot, A. and H. Hoffman. 2002. Quantifying Choices in a Sustainable Future. Food and Resource Economics Department Staff Paper (SP02-27), University of Georgia, Athens, GA, USA.

f. Extension publications

Surname, initials. Year. Title. Paper number if applicable. Institute, place, extension number: pages.

Jones, R. and F. Cox. 2006. Generic Agricultural Commodity and Promotion: Economics and Impacts. A. E. Ext. New York State College of Agriculture and Life Sciences, Cornell University, Department of Agricultural Economics 88-3 (March): 13-16.

g. Dissertation (unpublished)

Smith, J.R. 2001. Reference style guidelines. PhD thesis, University of California, Los Angeles, CA, USA.

h. Online publications

Smith, J.R. 2001. Reference styles. Available at: <http://www.jog.com/article562.html>.

Smith, J.R. 2010. Essential references. *Newsweek*, May 12. Available at: <http://www.newsweek.com/5122003.htm>.

i. Paper presented at a gathering

Smith, J.R. 2010. Consumer emancipation: the growing importance of brands. In: Abstract book of IFAMA's 20th Annual World Forum and Symposium, Boston, 6-10 June 2010, p. 21.

Appendices and Electronic Supplementary Material

Appendices should adopt the same formatting used in the body of the manuscript. They will be published online as electronic supplementary material. Electronic Supplementary Materials can be any type of editable file, such as MS Word, MS Excel, MS PowerPoint, pdf or mp4.

Other Tips

1. Avoid the use of first and second personal pronouns (I, we, and you) whenever possible.
2. Keep sentences short.
3. Replace linking verbs (is and are) with action verbs whenever possible.
4. Avoid the use of the passive voice whenever possible. (*For more information see examples of passive voice and tips on [how to fix them.](#)*)
5. Avoid beginning sentences with a phrase (a partial sentence or statement separated from the rest of the sentence by a comma.)
6. Make sure you employ an English technical editor to assure your article is grammatically pristine. Poor grammar and misspelling greatly limit the probability an article will be acceptable for publication. There are a number of professional online editing services available such as: www.errnet.net. The IFAMR can provide this service for an additional fee. For more information contact the Administrative Editor at: IFAMR@wageningenacademic.com.

Cases

Cases should follow the same general formatting guidelines set above for articles. However, teaching cases should include Teaching Notes. More information on how to write cases see: *Case Study Writing Essentials and Guidelines to Writing Teaching Notes*.

A Teaching Note normally includes the following sections:

Statement of Relevance

Illustrate 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

Create a list of questions and assignments that could be presented in the case, with an outline of the key answer points. 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 not have been previously published or submitted elsewhere simultaneously. Authors are responsible for obtaining permissions from the copyright owner for any quotations, illustrations or tables. Authors agree to pay the publication fee of 1000 Euro if the article is accepted. An accepted article will be published under the [Creative Commons \(CC\) BY-NC-SA 4.0 Open Access](#) publishing license.

Plagiarism

If a submitted manuscript is determined to involve serious or extensive plagiarism, including self-plagiarism, it will be rejected. The editor may document and report these allegations to the appropriate officials of the authors' home institution(s).

Submissions to the Journal by the Executive or Managing Editors

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 Executive Editor or any Managing Editor as author:

- a. Past Editors of the *IFAMR* will serve as Guest Editor on any research manuscript or case study listing the current Executive Editor as an author or co-author.
- b. The Executive Editor will ensure that a Managing Editor appearing as co-author will not be involved in any deliberation concerning that specific manuscript.

Publication

The *IFAMR* is published in electronic format at the journal website <http://www.wageningenacademic.com/ifamr>. Upon acceptance of the manuscript for publication, authors will sign the open access publication license to IFAMA and provide the Editorial Office with a final version of the manuscript. The corresponding 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 corrections 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 *IFAMR*.

Fees

The *IFAMR* is a non-profit organization supported by a combination of fees, industry grants and in-kind professional support. Authors are not charged a submission fee for the double blind peer review process, however, a fixed *Publication Editing Fee* of 1000 Euro (ex. VAT) per article is invoiced upon acceptance of the manuscript and due 14 days prior to the publication date. A credit card is the preferable form of payment.

Fee waivers are handled on an individual basis, based on need and the availability of funds. A request for a fee waiver must be mentioned in the cover letter of a submission. Only corresponding authors from 'low income' and 'lower middle income' as defined by the [World Bank Country Classification](#), calculated using the World Bank Atlas method (<http://data.worldbank.org/income-level/LIC>) are eligible for a (partial) fee waiver. Note that a decision on granting a (partial) fee

International Journal of Food and Agribusiness Management – IFAMR@wageningenacademic.com

EDITORIAL PHILOSOPHY & GUIDELINES FOR CONTRIBUTORS

waiver is made quarterly by IFAMA, and thus can result in considerable publication delay.

Submission Instructions

Upload your manuscript, subsequent revisions and all supporting documents electronically by clicking the link: ([Submission portal and pre-submission information](#)). If you are looking for the submission portal on the IFAMA website, go to: www.ifama.org. Select [Publications] from the top tool bar then scroll down to [Submit Manuscripts].

Or click link directly below:

[SUBMIT MANUSCRIPTS HERE](#)

For questions please contact: Marijn van der Gaag, Administrative Editor, IFAMR
E-mail: IFAMR@wageningenacademic.org

Preparing artwork for *IFAMR*

Size and arrangement of figures

- Provide figures approximately at the size at which they will be printed.
- Try to keep figures compact and clear.
- Maximum figure size has a width of 165 mm (paper width); i.e. figures should fit onto a single page of the journal.
- In figures consisting of multiple parts, these parts should be arranged in such a way that the maximum size is not exceeded.

Using texts in figures

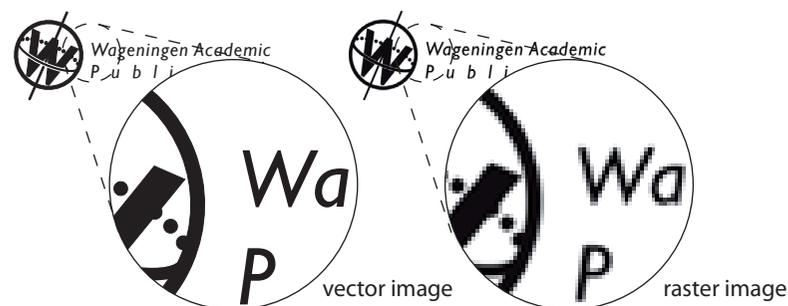
- Arial is the recommended font for all texts in artwork.
- Font size for basic texts should be 9 pt; font size 7 or pt (never smaller than 7 pt) can be used for less important text as an exception.
- Do not rasterise or convert text into outlines.
- In figures consisting of multiple parts, each part should be labelled with a capital character A, B, C, etc.

Graphical items

- Line weights should be 0.5 pt; only if necessary for clear distinction line weights between 0.25 and 1 pt can be accepted.
- Do not use drop shadows.
- Do not use 3-D graphs when there is no scientific reason to do so.

Image types and acceptable file formats

There are two basic types of images: vector images and rasterised (or bitmap) images. Vector images can be upscaled without loss of quality, while rasterised images cannot. Photographs are raster images; for all other figures we only accept vector images.



- We prefer all vector images to be submitted as **EPS** or **PDF**. Graphs made in MS Excel can be submitted directly as **XLS** files.
- Almost all common imaging programmes allow you to export graphs or images as **EPS** or **PDF** files by using the 'Save as' or the 'Export as' function. If asked, always choose for all fonts to be embedded (don't convert text to outlines). Always check the export options to ensure that images are not downsampled or rasterised.
- Photographs should be submitted as **JPG**, **TIFF** or **PDS** files with a resolution of at least 300 dpi. Please note that artificial upgrading of the resolution of a photographic image will not improve its quality.
- Only original photographs with good contrast and intensity are acceptable.
- Files combining rasterised and vector images should be submitted as unflattened vector **EPS** files.
- When in doubt, or in need of help or advice, please e-mail one of our editors at IFAMR@WageningenAcademic.com.