

Institute of Behavioral and Applied Management (IBAM)

Author's Role

Papers accepted for Incubator Session

Congratulations on the acceptance of your paper for presentation at IBAM! Papers that have been selected for the Incubator Session are fundamental to IBAM given our developmental mission. The reviewers and division chair(s) have assessed that the paper would benefit from an abbreviated presentation of its basic ideas and the feedback from a broad audience of academic and practitioner colleagues. The purpose of the Incubator session would be to gather ideas critical comments to help you refine the concept paper for consideration at a later conference.

Papers in the Incubator Session should submit an abstract for the program and the proceedings. They should be noted on your c.v. as follows:

Wollan, M.L. (2014, October). *The IBAM story: A review*. Incubator presented at the annual meeting of the Institute of Behavioral and Applied Management, Orlando, FL.

OR

Wollan, M.L. (2014, October). The IBAM story: A review [Incubator Presentation]. *Proceedings of the Institute of Behavioral and Applied Management, 22*, 208.

Here is a list of "to-do's".

Before the Conference

1. Submit the abstract as requested to the IBAM Proceedings.
2. Prepare a 6-8 slide presentation on your paper which will be fixed to a presentation wall at the conference venue.
3. In preparing your slides of your presentation: (a) indicate the source of your work and the relationship it has with other areas, (b) sketch the basic structure of your model and/or research ideas, (c) highlight the hypotheses you tested, the general methodology used, and the analytical tools used to test the hypotheses, (d) highlight the implications of your work for researchers, practitioners and instructors.
4. In preparing your slides, you may want to use a PowerPoint presentation to convey important points to the fluid audience. Please be sure that your slides are simple, clear and readable. The rule of thumb is that no font lower than 16 point should be used. Please plan to bring at least one hard copy of your presentation and up to 8 copies for distribution to others interested.

At the Conference

1. Upon arrival, become familiar with the conference site and the layout of the Incubator session rooms. Your session will be scheduled for a specific location on the program, so experiencing the layout and acoustics of the room you will present in will be helpful.
2. Bring note-taking materials for questions or comments made regarding your Incubator.
3. Dress for the conference is business casual. You are encouraged to dress as you would for a professional presentation for your Incubator session.
4. In the event of an emergency that prevents you from attending the conference after your paper has been scheduled on the program, contact the Program Chair immediately.

After the Conference

1. Make contact with conference participants who expressed interest in your research.

Thank you for being part of IBAM. We look forward to a successful conference and to the presentation of your research.