

THE AUTHOR'S ROLE

Papers accepted for 'Discussion Session'

The duties of the **Author** are as follows:

Papers that have been selected for the discussion session are fundamental to IBAM given our developmental mission. The reviewers and division chair(s) have assessed that the discussion session paper is not ready for a full 25 minute presentation and discussion, but an abbreviated presentation of the basic idea(s) of your paper and the feedback from reviews, an individual and dedicated discussant, and the audience would benefit your manuscript so that it could be revised and considered for a later conference or audience. In many conferences, the paper selected for the discussion session would be a "poster" session paper. However, at IBAM, we believe that a "workshop" format would aid the development of these works to a greater degree than a poster session would allow.

Papers in a discussion session are allocated an abstract for the program and the proceedings. They should be noted on your c.v. as follows:

Wollan, M. L. (2003, October). *The IBAM story: A review*. Discussion paper presented at the annual meeting of the Institute of Behavioral and Applied Management, Tampa, FL.

OR:

Wollan, M. L. (2003, October). The IBAM story: A review [Abstract/Discussion Paper]. *Proceedings of the Institute of Behavioral and Applied Management, 11*, 208.

1. If your paper is revised before the conference, please send a copy of the modified manuscript to your session Discussant(s). This should be sent **at least two weeks** prior to the Annual Meeting.
2. Prepare a **5-10 minute** presentation on your paper. Given this time constraint, your task within this session is to provide the highlights of your paper. **One of your major objectives is to whet the appetite of the listener to read your paper.** Importantly, you will need to keep to the time limit. **DO NOT GO OVER!**
3. In preparing your actual remarks, you are encouraged to consider including the following points in 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) discuss the implications of your work for researchers, practitioners and instructors, (e) state specifically what is different or superior about your approach and/or your findings, and (f) indicate your willingness to discuss your ideas further with attendees. Above all, **DO NOT READ**

YOUR PAPER! This approach does little to generate interest on the part of the audience, and it is an ineffective way to communicate ideas.

Given your short time-frame for the discussion presentation, please try to keep each of the above points to 1-2 minutes. State what you are trying to achieve in this paper, and then enter into a dialogue with the audience and the discussant to receive their feedback on how the paper could be positioned for future development.

4. In preparing your talk, you may want to use overheads to convey important points to the audience. Please be sure that these overheads are simple, clear and readable. You are encouraged to print them in a **large** font style so that they can be seen from the back of a large room. For developmental sessions, please try to keep your overhead slides to 1-3 slides at most. It is not recommended that you prepare any handouts or copies of your paper to the audience.
5. On the day of your session, plan to meet your Session chair **before** your session convenes. Plan to be at your assigned meeting room several minutes before the session is to begin and introduce yourself to the other session members -- especially your Chair and Discussant.