



International Business Conference (IBC)

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To whom it may concern

Dear Sir/Madam

The quality control and review process of the International Business Conference (IBC) regarding competitive papers consists of a number of steps. These are:

1. On acceptance of the paper, it is desk reviewed by either the editor or a member of the scientific committee. This is to weed out obviously flawed papers and also to ensure that papers are befitting the conference themes and management.
2. Desk rejected papers are returned to authors with comments. Accepted papers, on the other hand, are dispatched for a double-blind review by local and international academia. The requirements of reviewers include publishing experience as well as at least a master's degree as the minimum academic qualification. In addition, management experts from industry with a similar academic qualification and applied knowledge may also serve as reviewers. Positive reviewers' reports from both reviewers are required for a paper to be accepted.
3. Although the IBC strives to have all papers reviewed by one local and one international reviewer to ensure a quality review process, two fitting local (or two international) reviewers could also review a paper independently.
4. In the case where one reviewer accepts and the other rejects the paper, such a paper is subjected to a third and final review by a senior independent reviewer.
5. Accepted papers are returned to the authors with the anonymous reviews (2).

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6. Authors are required to provide proof of the corrections made as suggested by the reviewers. This includes an additional document dealing with reviewers' comments and actions taken to address these comments.
7. All final papers are required to be properly language and technically edited. Proof of language editing is required with the submission of the final paper.
8. Once the Scientific Committee accepts the corrections made in (6) above, the paper is accepted for publication in the conference proceedings.
9. Only papers that have not been published before/elsewhere are considered for presentation and publication by the IBC. Authors are required to sign a declaration in this regard.
10. If a paper is rejected as a competitive paper, the authors could apply to the Scientific Committee for the paper to be presented at the conference as a non-competitive or work-in-progress paper. These papers **are not published** in the proceedings and are clearly indicated in the programme as work-in-progress papers.

Kind regards

PROF STEPHAN VAN DER MERWE

IBC Research Committee



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