



Guidelines for publishing and reviewing online

Terms of reference

The NSEAD Terms of Reference of Boards of Council states the Publications Board has the responsibility:

- i. To advise Council on all matters relating to the full range of publications and website of the Society.
- ii. For editorial management of *ijADE*, *AD*, occasional papers and book publishing.

Online publication

When submitting articles, videos or films, papers, printed books or e-books the author will be asked to contextualise the submission by stating the intention of the publication and its intended audience or readership.

Submissions for the publication of printed e-books, films or videos, papers in NSEAD's Publications website section will be reviewed by up to two NSEAD members or supporters, usually members of the Publications Board. Reviewers can request changes and/or, on behalf of the Society, decline their publication. Reviews and reasons for any decisions pertaining to the review and publication will be given anonymously.

A weblink to an e-book, printed book, film or video and paper can be shared in the NSEAD members' e-bulletin. Publication of links is at the discretion of officers or members of the Publications Board.

Article reviews of papers, videos, films and books that support the Society's aims can be shared on NSEAD's website, in *AD* magazine or *ijADE*.

NSEAD members can request to use the NSEAD Market Place for commercial products or commercial websites. A nominal fee will be charged.

NSEAD members and supporters can circulate links to blogs and website on NSEAD Online. NSEAD reserves the right to remove any such links without prejudice. A list of members' blogs and websites will be published on a regular basis in *AD* magazine.

Council will remain updated on all publications and reviews accepted or rejected for online publication.