Template for MBR Research Method Review (RMR) Submission

# Overview

An MBR RMR article is expected to:

* Identify a research method of practical importance to managers
* Present a summary of the context in which that method might be applied
* Provide an outline of the procedure for applying the method
* Identify strengths and weaknesses of the method

Such an article would normally be around 5 to 15 pages.

Acceptance of an MBR RMR submission will take into consideration:

* The potential applicability of the method to practical management problems
* The degree to which managers are likely to be currently unaware of the method
* The degree to which it would be realistic for managers to apply the technique—either on their own or with expert assistance—in the course of their decision-making
* Presentation of findings in a manner likely to engage readers.

# Instructions

* Save this document under the name to be used with the RMR submission
* Delete the “Instructions” page
* On the first page, replace the generic information with your specific information:
  + Leave the “Research Method Review” heading
  + Title: Use the **Title** style, centered.
  + (Author information will be submitted in the review system)
* Styles should be used for all headings
  + Main headings should use **Heading 1** style
    - Sub headings should use **Heading 2** style
      * **Heading 3**, Etc.
* Graphics should be embedded as .jpg, .gif or .png images. Do not use Office drawings.
* References should be listed at the end, in APA format
* Fill in the information specified in the **Reviewer Appendix** at the end of the template. This information will not be included in the published version of the article, but will be used during the review process.

Research Method Review Cover Page

The Research Method Title Goes Here

# Tagline

In this section, place a 25-50 word paragraph that captures the importance and potential applicability of the research method. This will not appear in the article itself, but will be used in the contents. Since the question itself is the title, it should not be repeated in the tagline.

# Keywords

Put 5-10 keywords that will be used to index the article and make it easier to find when a search is done.

# Executive Summary

A 150-250 word summary that summarizes the potential types of problems to which the research can be applied, the requirements for applying it, and the potential benefits of doing so. This will appear at the beginning of the article.

Research Method Review

The Research Method Title Goes Here

# The Research Problem

An RMR article will normally begin with a brief description of the types of problem to which the research method being described can be applied, hopefully half a page of less. This section should avoid being a repetition of the executive summary.

# Description

An overview of the research method itself. After reading the description, a manager should have a reasonable grasp on the information required by the research method, the nature of the analyses being performed over the course of the research method, and the types of results that can be expected. This section should be under a page. After a manager has read this, he or she should have a clear sense as to whether or not the protocol is likely to be relevant.

# Typical Protocol

An outline of the activities involved in applying the research method in a practical context. This should include elements such as:

* Prerequisites for applying the protocol, e.g.,
  + Skills
  + Training
  + Information systems
  + Data
* Steps in applying the protocol, including data gathering, analysis and interpretation.
* The analytical tools (e.g., conceptual, software) usually employed in performing the protocol
* Form of the results
* Expected costs and benefits

Upon reading this section, a manager should be able to make an assessment of whether it would be realistic to apply the research method in his or her particular situation.

Where possible, the protocol description will be in the form of an actual case study of the application of the research method.

# Learn More

A summary of literature that is related to the research method. This can be in the form of a table of relevant references, which could include articles, books, textbooks or even software, or it can be written out.

# Conclusions

The summary of the key takeaways from the RMR. Normally, these should be under a page and should be sufficiently self-contained that a reader can jump to them and still understand them.

# References

APA format should be used for all references.

# Reviewer Appendix

The reviewer appendix is not published with the article, but it is a critical component of the review process. It is required to allow the manuscript’s reviewers to assess whether the RMR was conducted according to standards of rigor consistent with publishable research. The author(s) should fill out each of sections that follows.

# Background

Explain the process through which RMR was identified.

# The RMR Protocol

Describe the process through which the protocol for the RMR was developed. Include information on:

* The source of the case study, if a case study was used to describe the protocol
* How the “typical” protocol was established, if a case study was not used.

# Permissions

The author(s) of a manuscript is responsible for acquiring necessary permissions prior to publication. For interviews, these permissions are likely to involve permission to use any external materials (such as graphics or extensive quoted content) that are included in the discussion.

Particular care should be taken when copying images. Even when it is claimed that they are available to copy, it is not always the case that the site displaying them has the right to make that claim. When copying a graphic, if there is any doubt you can recreate the graphic (using your own styling) in PowerPoint or some other tool, then cite the source as “Adapted from {source citations}”.