Management Consulting Journal - author guidelines

V5 January 2024

1. Journal focus and editorial policy

The aim of the Journal is to highlight and debate issues pertinent to the management consulting sector and management consulting practice. It focuses on issues which have practical value and seeks to build a bridge between theory and practice. The Journal encourages submissions from new writers, whether they are early career researchers or others who have not previously written for a journal.

2. All papers

Title
This should be no longer than 15 words. It should give the reader a good idea of the subject.

Abstract
We require a concise and factual abstract for cataloguing and linking with academic search databases.   The abstract should summarise your paper as clearly as possible, without jargon, abbreviations, links or references. It should be no longer than 150 words.

Author(s)
State the author(s) and any affiliations in the way you would like it to appear in the Journal.

3. Full papers (4,000 – 8,000 words)

Management Consulting Journal publishes full papers 4,000 to 8,000 words in length Papers must not have been previously published, nor be in submission to any other journal (printed or electronic).

Content guidelines

- Papers should say something original about management consulting, either the role and practice of consulting or the management consulting industry/profession.

- It is important your paper has a main message and is clear on what it is saying.

- It is also important that your paper connects with what is already known on the subject, i.e. it integrates with current thinking, existing literature and referenced sources.

- The paper's main message needs to have a strong foundation, your research or study methodology (how you came up with your findings/views) should be sufficiently well described that a capable researcher could replicate your study.

- It is important your paper follows a clear logic and there is a 'storyline' that builds into any recommendations or conclusions you make.

- We use the Harvard system for referencing. Please follow Harvard referencing guidelines.

4. Short articles (1,000 – 2,500 words)

The Journal will also include some Consulting Shorts of between 1,000 and 2,500 words. Consulting Shorts are, for example, for short articles on work in progress or specific innovations and experiments which, although not yet fully trialled, may be of interest to consultants. A Consulting Short may lead to fuller articles in due course or may simply report points of interest which would not be suitable for a longer article.

Each 'short' should have an original main message, be connected to existing literature/current thinking and supported be the relevant references.

5. Submission format and style (all papers)

Please submit in MSWord (not pdf). Email papers for the attention of Simon Haslam to editor@managementconsultingjournal.com and copied to simon@researching.co.uk.

Format of articles
- Single line spacing
- A4, portrait orientation, with standard margins.
- Align text to the left
- Font – black only (no colour), please use Arial size 12 or similar.
- Headings – bold 14pt, sub-headings bold 12pt
- In general, avoid any but the most basic formatting

Charts, tables, images and figures
- Include these within the text, placed where you want them to appear. Use a logical numbering sequence.
- Charts that originate in Excel need to be recreated by our designer, so please use them sparingly to illustrate key issues.
- Images such as photos must be saved at no less than 100 dpi resolution before you insert them in the document (and you are responsible for

securing/acknowledging copyright of images)

Verbatim quotes
Identify direct or paraphrased speech by 'single quotes'. Use quotations within your scope of confidentiality and permission. If the quote runs over more than two lines, make it a separate paragraph, indented once from the left.

Footnotes - use these sparingly and keep them short.

References
The Journal uses the Harvard system – see example below. In your text, please cite by surname and year, as in these examples: (Jones, 2012) or (Smith et al, 2012).   Please use 'et al' if there is more than one author. At the end of your article, please list the books and journals cited in your article. You should only include references that are cited in your text. This list should be in alphabetical order by (first) surname. Some examples:

References to books and reports:
Surname, N., Surname, N., and Surname, N. (year of publication) Title of book. Where published: Publishing organisation.

Example:
Knight, P. (2004) Reducing uncertainty. York: Higher Education Academy.

References to Journal articles:
Surname, N., Surname, N., and Surname, N. (year of publication) 'Title of article'. Title of journal Issue/n: pagination.

Example:
Ettelt, S., Mays, N. and Allen, P. (2015a) 'The multiple purposes of policy piloting and their consequences: three examples from national health and   social care policy in England'. Journal of Social Policy 44 (2): 319-337.

In your 'References' section you can add weblinks to the books and articles listed, Please do not add any internal hyperlinks to other parts of your article or references. Links which fail after publication cannot be updated. Start at 'www' (not 'http//' unless there is no 'www'). Links should follow the reference, in brackets. Please test links before you send us the article.

6. Editorial process

Papers which the editor considers potentially suitable for the Management Consulting Journal will be reviewed, usually by one or two members of the editorial board. We will acknowledge receipt of your article and forward it to the editor. We will then let you know whether the editor has decided that your article is suitable and ready for peer

review or not. If not, we will give you the reasons, and we may ask you for revisions and re-submission.   An article that is suitable will be sent out for peer review, which could take up to six weeks or more depending on the availability of reviewers. The possible outcomes are:

- **Accepted**, without need for significant revision. Please note that the article may have been lightly edited by this stage, for example minor style changes. It will be sent for copy-editing and you may receive queries – please answer these without delay to avoid holding up the process.

- **Needs revision**.   We will provide details.

- **Not accepted.**   We will give reasons.

7. Additional information

Payment
The Management Consulting Journal does not pay for papers and articles.

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The Management Consulting Journal is an open access Journal. It owns the copyright of papers and articles published in the Management Consulting Journal. Authors are required to acknowledge this.

Governance
The Management Consulting Journal is a not for profit organisation run by volunteers. While it is linked to other organisations, publishers and enterprises in the consulting world, is independent and has its own voice.

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