

IGLC 26 – Chennai, July 2018 Guidelines for Paper Submissions

1. Papers and Posters are invited from academia and industry, on any topic allied with Lean Construction in one of the following specific Conference Tracks:
 - Contract and Cost Management
 - Enabling Lean with Information Technology
 - Lean Theory
 - People, Culture and Change
 - Product Development and Design Management
 - Production Planning and Control
 - Production System Design
 - Safety, Quality and Green-Lean
 - Teaching Lean
 - Supply Chain Management and Off-Site Construction
2. **All Paper Submissions will be handled electronically through the software platform ConfTool; See Paper Submission Templates page in website. All Posters will be handled through the Conference website.**
3. Papers are invited for two categories:
 - a) **Research Papers** - relating to research and development in the area of Lean Construction,
 - b) **Industry Papers** - relating more to case studies and industrial experience in the area of Lean Construction.
4. Two modes of paper submission are possible:
 - a) **Abstract Route (Optional)**
 - Initial submission of an Abstract within 200 words.
 - Its approval with or without modifications by the Scientific Committee
 - Submission of the full paper, based on the approved abstract
 - Final approval of paper by the Scientific Committee in one of following options:
 - (i) on- as- it- is basis, or
 - (ii) with minor modifications, or
 - (iii) Not Accepted for non-compliance
 - (iv) However, borderline papers that are not accepted with minor modifications (ii) but have some merit to avoid rejection (iii) can be accepted for presentation only as a Poster, with the paper also included in the Conference Proceedings acknowledging its poster nature.

Ensuring acceptance of the papers devolves responsibility on the authors for high quality for both technical content and format (English language and writing style).

The peer-review process will mainly focus on full papers. However, we encourage early-career researchers and practitioners in the space of Lean construction to submit abstracts as it will bring an additional and useful round of feedback from experts in the field.

b) **Full paper Route**

- Submission by the authors of the full papers i.e without initially submitting an Abstract,
- Its approval by the Scientific Committee, as per one of the four cases (i) to (iv) as above.

More experienced authors confident of submitting good quality papers in the first attempt itself are encouraged to follow this route.

5. For formats/ templates for various submissions refer ***Paper Submission & Templates*** page in website. For deadlines for various submissions, see ***Timelines page*** under ***Submissions menu*** in website.
6. For all papers a two-stage blind-review process will be done as per standard IGLC practices to decide on their acceptability. The submission-approval process will be pull-based, meaning that the review of abstracts and papers will take place as soon as they are submitted (in a first-in, first-out discipline). A turnaround time of two weeks to review a received paper can be expected.
7. Accepted papers will be provided a slot for presentation in the Conference either in a plenary session or in one of the parallel sessions, depending on the merits of the paper. The organizers look forward to high caliber papers from the authors and offer following incentives, which will be as decided by the Scientific Committee and the Conference Chairs:
 - Opportunities for: presenting in plenary sessions; more time for presentations,
 - IGLC 2018 Best Paper Award,
 - Gregory Howell IGLC 2018 Best Student Paper Award (undergrad or postgrad students),
 - DOI Numbers: To enhance the visibility and standing of the papers in the published space and citation databases may make use of the same.
 - It is planned to upload the paper presentations on You Tube soon after the presentations. All authors & delegates must agree to this while registering for the Conference.
8. At least one author of an accepted paper or poster has to register for the Conference to be available for making a presentation. With one registration, a maximum of two presentations can only be made.
9. Authors of accepted papers are to submit:
 - A3 Summaries, which are an extended and illustrated abstract of the contribution, and which delegates can use during the presentations to have a quick grasp of the topics being presented.
 - Their Presentations in .ppt format
 - The signed copyright vesting agreement while making their paper submissions, without which their submissions will not be considered.
10. It is the primary author's responsibility to ensure that all authors of their paper have their correct institutional and country information on the submission website. This information will be used to resolve assignments to both reviewers and track chairs. If a paper is found to have an undeclared or incorrect institutional conflict, the paper may be summarily rejected.
11. All accepted papers, A3s and posters will be made available to all registered participants in soft copy before the Conference. They will become "open access" to the public and be put up in the IGLC website after the Conference. Hard copies will be available on sale.