

## Student Publications on CLOC Website

The CLOC welcomes publication submissions from our student community to be posted on our CLOC website. We have already created a unique section to feature distinguished student work: <http://www.cloc.sesp.northwestern.edu:16080/what/publications.html>. This is a way for students to benefit from a vehicle through which to showcase their work and share their knowledge beyond the Center community to reach the greater population who reference the CLOC website.

Below are further details about how to take advantage of this opportunity.

### Types of Submission

White papers

Case studies

Applied research

Empirical research

Final capstone deliverables

Models and frameworks, descriptions of tools and methods

Reprints/re-publication of published works

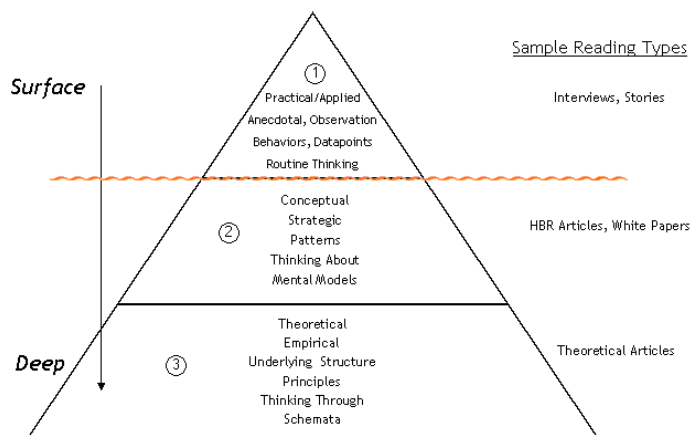
\*\*Outcomes from independent studies, practicum projects, and research apprenticeships are often ideally suited for submission.

If you would like to submit your work, but it does not fall under one of the above categories, please contact Ali Niederkorn, [a-niederkorn@northwestern.edu](mailto:a-niederkorn@northwestern.edu). We are open to alternative ideas.

### CLOC Content Requirements for Submission

1. Bridges theory and practice: should traverse at least the 1<sup>st</sup> and 2<sup>nd</sup> levels of the LOC iceberg model (displayed below); examples should be included

### ***Iceberg Model of Theory & Practice***



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2. Relevant to a key MS\_LOC content area (KM, SC, LP) or CLOC methodology (consulting, research, design), includes an integration of them, and/or unpacks underlying concepts
3. Contains both analysis and synthesis: analysis should identify gaps among concepts explored; synthesis is defined as a generation of new combinations which provide integration

4. Practical: is of value to business/organizational stakeholders and has applicability to relevant organizational issues; contains practical solutions
5. Utilizes or suggests frameworks or models
6. Unpacks key concepts in literature review of discussion portions of the paper
7. Executive summary/abstract included: introducing key concepts, theories and/or models covered
8. Makes thesis explicit upfront
9. Final discussion section should be included and suggest implications
10. Attach a list of keywords for search
11. Brief biography is included at the end of the paper describing yourself
12. Written in clear, straightforward language, avoiding jargon and technical terms

#### Other Requirements for Submission

1. Sections are modular: use subheadings, but not the traditional ones such as "Introduction" and "Conclusion" - use questions or content-based subtitles; easy to follow each idea and see what sections are analysis vs. synthesis
2. When citing business cases or examples from organizations, attach proof of permission to CLOC (not for publication) and place statement in footnote of paper (e.g., all references to x company are by permission)
3. Font no smaller than 12 point
4. Page numbers must be included
5. Maximum of 30 pages double spaced (including figures; not including references)
6. Abstract/executive summary should be approximately 200 words
7. References, when included, must be APA format
8. Include citations
9. Word file format

#### Review Process

1. Students submit their work to Ali Niederkorn at [a-niederkorn@northwestern.edu](mailto:a-niederkorn@northwestern.edu) for first round review. Reviews will take place the first week of every month.
2. CLOC editorial board reviews submissions.
3. Students are notified by the end of the month. CLOC editorial board may suggest or require changes before posting to website.
4. If no revisions are needed, submission is posted to the website.
5. If revisions are needed, Ali will return the paper to the student and work with him/her to agree on an appropriate timeline for changes to be made.
6. Publication will remain on the site for 1 year. At that point, publications will be refreshed and students will be contacted with potential to keep publication posted for another year.

CLOC Editorial board reserves right to format the article, suggest changes in format or content and add links to other articles or editor's notes.

Submissions are not limited to the CLOC website. Students have the right to publish the same articles through other journals/venues.

#### Placement on Web

Accepted submissions will be posted in PDF format to the following section of the CLOC website, featuring the title, your name and date of posting:

<http://www.cloc.sesp.northwestern.edu:16080/what/publications.html>

The MS\_LOC website will link to these publications as examples of student work.