

**APPLIED SCIENCE UNIVERSITY**

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# **Research Handbook**

**Volume I**

**Principles and Structure**

2014

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# Forward

Welcome to Applied Science University first Research Handbook. Here at ASU, we strongly believe that research is the lifeblood of the University. It powers everything we do, from our programmes developments and design to our innovative teaching methods. Its impact can be seen in our growing contribution to the economy and wealth generation of the Kingdom of Bahrain. All our staff and students benefit from the world-class facilities within a new modern campus, which was officially opened in 2014, that make ASU one of the best learning environments in Bahrain.

Delivering research excellence depends on attracting, developing and retaining high-achieving research staff. We will continue to support the development of all staff and to nurture our early career researchers. This Handbook was compiled to disseminate our achievements to the wider community both at national and international levels. I hope you will find it enjoyable as much as we have in compiling it.

**Prof. Dr. W. Alkhaja**  
**President**

# Prologue

Research plays a central part in any academic institution. At Applied Science University, research underpins all our educational activities: from programmes design and development to their innovative methods of delivery.

We have articulated and drawn up our research strategies and policies involving all stakeholders from students and staff to employers. We will continue to improve or maintain performance in our existing successful disciplines and by disinvesting in those disciplines where there is little prospect of meeting the highest standards in research. We will fully exploit our infrastructure and facilities for research, especially major new initiatives in the Arts and Business. We will use these new facilities, together with those in high-performance computing, to deliver an agile, dynamic and flexible approach to multidisciplinary research. We will develop strategic research groups in response to external funding opportunities and create new research institutes in disciplines where the University clearly has the potential to be world leading and internationally distinctive.

We will also aim to retain and develop our existing high-performing staff, enabling them to realise their full potential in undertaking world-class teaching and research. And we will continue to nurture and grow the early careers of staff who will contribute to world-class performance in research in the medium to long term. We will assist early career staff to launch new research initiatives through an innovative postdoctoral career track fellowship scheme.

In addition, we realise the importance of community engagement with research. Indeed a growing body of evidence indicates that public

engagement with research can create significant impacts. Connecting our students and staff with the community deepens, complements and challenges our learning and research, benefiting both the institution and the wider society:

- For the University, it
  - enriching research, teaching & learning
  - demonstrating accountability
  - strengthening and enriching brand and identity
  - encouraging public appreciation for higher education and research
- For staff and students
  - motivating staff and students
  - enriching the student experience
  - helping staff and students stay in tune' with wider social concerns
- For society
  - maximising the two-way flow of knowledge and learning
  - contributing to social justice and corporate responsibility, leading to positive social outcomes
  - building trust and mutual understanding

This is the first annual Research Handbook which plays central role in disseminating our research and graduate activities to the wider community. The first volume (*Principles and Structures*) contains our research vision, strategies and operational targets together with our mechanisms for funding research and building sound foundation for its execution. The second volume presents profiles of staff and some selected publications.

**Prof. Dr. H. Zedan**  
**Dean of Research and Graduate Studies**



# Chapter 1

## Vision and Guiding Principles

### 1.1 Vision

*The University is committed to a programme of sustained academic excellence in research, knowledge transfer and graduate studies in all of its core disciplines*

### 1.2 Guiding Principles

- Interdisciplinary and collaborative research, knowledge transfer and graduate studies will be at the heart of our investment, while still maintaining support for discipline-based research.
- We will continue to encourage and emphasise the international dimensions of research and knowledge transfer.
- In all circumstances, staff and students must consider the ethical implications and psychological consequences for the participants in their research. The essential principle is that the investigation should be considered from the standpoint of all participants; foreseeable threats to their psychological well-being, health, values or dignity should be eliminated. Staff and students should recognise that where

investigations involve individuals of different ages, gender and social background, the student and staff may not have sufficient knowledge of the implications of any investigation for the participants.

- We shall promote teaching-research partnership.
- We will involve key stakeholders, the wider community and end users when identifying research priorities, to maximise the University's impact.
- Investment will be targeted to support high potential early career researchers.
- We will place great importance on how we communicate the rationale, significance and impact of our research.
- We will provide a strong and effective governance and strategy framework for research, and knowledge transfer and graduate studies.

### 1.3 Aims and Objectives

1. *To be recognised among the top 10 universities in the GCC region for research, knowledge transfer and graduate studies by 2016.*
  - Establish widely acknowledged leadership in at least three priority research areas, by accelerating progress with high profile promotional activities.
  - Implement a robust research performance management framework.
  - Invest strategically in the research infrastructure and underpin our activities with the latest research management systems.
  - Increase the size and proportion of our graduate population to 25 per cent by 2016, and maintain the high standard of development and support we have established for our postgraduates.
  - Ensure our research outputs are appropriately managed and widely disseminated in order to improve scholarship and knowledge transfer.

2. *Develop a rich, world-class portfolio of Masters programmes.*

- Develop a practical, sound and sustainable model for Research-Teaching partnership.

## Chapter 2

# Strategic Plan

In what follows we list our strategic plan for research and in Appendix (B) we highlight our mechanism to realise it.

- *Continue to identify and establish priority areas for growth while consolidation on our strengths*
  - Research audit to ensure that operational targets set are achieved. The results of the audit will be analysed and appropriate actions will be taken (e.g. increase/decrease funds).
  - Explore and identify opportunities for productive cross-disciplinary collaboration in and out-side the Collage/Departments boundaries
  - Explore and identify collaboration outside the university, building and strengthening already existing links.
- *Financial planning for strategic investment.*<sup>1</sup>
  - Maintain existing posts within priority areas.
  - Fund new posts in areas of strategic priority.
  - Infrastructure support for the above.
- *Enhance our external profile.*

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<sup>1</sup>The following should be read in conjunction with a separate, detailed "Financial Statement" which is provided on request.

- Increase presence of staff as members of Programme Committees of major international Conferences/Workshops.
  - Enhance facilities for hosting Research Visitors
  - Increase our participation and involvement on the Editorial Boards of international and reputable journals.
  - Develop Annual Distinguish Seminar series and establish the Annual Master Class, in which one or more distinguished researchers can be invited to work on a specific research acorn. The duration of such an event should be at least one week.
- *Increase the number of research active staff.*
    - Newly recruited member of staff must be research active in priority areas.
    - Current non-research active staff will continually be encouraged to become research active through seminars, workshops and participation in postgraduates supervisory panels.
    - Encourage non-research active staff to utilise the research sabbatical scheme (of one semester duration).
  - *Ensure Research-Teaching Partnership.*
    - All undergraduate students should be exposed to Senior members of research staff (mainly Professors). This exposure could take the form of mentoring, project supervision and/or teaching.
    - All Senior research staff should act as Technical Editors (TE) of the taught undergraduate/postgraduate courses. Each course will have a TE supported by members of staff who are qualified to teach the course. The overall responsibilities of a TE are to ensure the technical quality of the course's contents, preparation of its foils and supplementary material, reading list, revisions, etc.
    - Each postgraduate student should have a supervisory panel consisting of at least one research active and a non-research active staff.

## Chapter 3

# Operational Targets

Measurable and realistic research targets are classified according to the following headings: Publications and Research Impact.

### 3.1 Publications

It is expected that publications appear in 2/3/4\*-rated Journals/Conferences (see Appendix (D.1)). The relation between Conference and Journal publications should always be 3:1. Each member of staff is to publish at least one journal paper every two year.

### 3.2 Research Impact

It is our belief that the measurement and analysis of the impact of our research findings is crucial for the further development of our research and our external visibility. It is expected that each member of staff will be engaged in as many as possible of the following:

- Membership of editorial board of major reputable journals.
- Membership of Programme Committee of major international Conferences/ Workshops.

- Citation.
- External examiner (research degrees and Advance Masters degrees at other universities).
- The uptake of research findings by industry.
- Membership and Fellowships Awards from learned International Professional Bodies.
- Members of Government(s) Advisory Committees.
- Members of International Research Councils (e.g. European Research Councils, USA National Science Foundation, etc)
- Keynote and Plenary addresses at major International Conferences
- Named Lectures
- Industrial Advisory board memberships
- Positions in National and International Strategic Advisory bodies.

## Chapter 4

# Research Organisation and Structure

The research at ASU is organised along the theoretical-to-applied axis and conducted within groups of common theme. The boundaries of the groups are not sharp allowing for interdisciplinary work to be performed.

### 4.1 Interdisciplinary research themes

central to ASU research objectives is that *interdisciplinary* and *collaborative* research. This stems from the belief that conceptual advances have always been the driving force behind progress which in turns relies on *creativity* and the ability to continue the production of new insights and novel ideas. To this end, there are two large research focus whose interest run across the Colleges. These are **Creativity** and **Homeland Security**. Both themes require the collaboration between many disciplines within the University.



## Chapter 5

# Research Funding And Initiatives

Central to research objectives is to invest strategically in the research and continue to identify and establish priority areas for growth while consolidation on our current research strengths. To this end, we have established a number of initiatives to effectively support our objectives. At the heart of these initiatives is that research funding is implemented in a competitive manner ensuring high level of quality and hence achieving maximum visibility both nationally and internationally.

### 5.1 Open and Responsive Calls for Research Proposals

There are two distinct routes available to ASU staff to secure research funding. All proposals to these routes are subjected to a fair, independent and confidential reviewing process. The routes are:

- **Open Call** ASU research base funding is very flexible. The University fund projects ranging from small travel grants to 10s of thousands Bahrain Dinars research programmes. Any member of staff can apply for whatever length of funding require, whether it is a week or three years.

Application for funding can be made to cover a wide range of research activities, including

- *full-fledge research projects,*
- *feasibility studies,*
- *Specialise-purpose equipment,*
- *Conferences/Workshops travel and collaboration, and*
- *Research sabbatical*

There are no closing dates so any member of staff can apply at any time. However, proposals for Conferences/Workshops should be made at the start of the academic year.

- **Responsive Call** Some research funds are directed and targeted to specific areas. The rational is either to meet external demands (e.g. industrial needs or Government initiative) and/or to further strengthen specific areas of research excellence within the University. Within this mode, a Call for Proposal will be issues with specified deadline.

All applications are made by completing Application Form (see Appendix(L.1)). However, proposals for Conferences/Workshops should be made at the start of the academic year (see below).

All completed Application Forms must be accompanied by a Case-For-Support document. For a *full-fledge research projects, feasibility studies and Specialise-purpose equipment*, the Case-for-Support should include the following (a guide setting out criteria for successful Case-for-Support may be found in Appendix (I):

- A statement on the proposer’s track record and achievements
- Clear and precise research questions together with motivation and background.
- Breakdown of research programme into work-packages with clear tasks and time plan.
- Clear rational for specialised equipment.
- Clear plan for effective dissemination of the research output.

For sabbatical , The Case-For-Support document should include:

- A statement on the proposer's track record and achievements.
- Projected benefit to ASU and the applicant.
- Clear plan for effective dissemination of the outcomes of the sabbatical.

Applications for Conferences/Workshops will only be considered if it was originally approved at the projection phase (see Appendix(L.3))

### 5.1.1 Procedure

- **Publication Projection** - All member of staff are requested to complete their projected publication for the year, both Journals and Conferences. This should be made on the form given in Appendix(L.3).
- **Call for Research Proposals:**
  - The call is issued in June with submission deadline early September.
  - Review and feedback complete end of October.
  - Selection of winning projects will be announce early November.

## 5.2 Business Incubations

In order to encourage and build entrepreneurship culture among our staff and students, proposals for start-up companies are sought. The funding for this initiative will take the form of either cash-in-kind (e.g. utilising existing University's facilities) or actual fund.

## 5.3 Art Exhibitions

Under this initiative, there will be two art exhibitions on an annual basis. One is for staff to display their work in the public arena and the other is

for student work. The chosen art work will be done on a competitive basis. Detail of the competition and their venues are announced at the beginning of the academic year.

## Chapter 6

# Applied Science University Journal

The ASU Journal publishes papers covering all aspects of Applied Sciences and in particular those core disciplines of the University. All articles (full length/short papers) should include a validation of the idea presented, e.g. through case studies, experiments, or systematic comparisons with other approaches already in practice.

ASU Journal is established to

- Submitted articles should not have been previously published or be currently under consideration for publication elsewhere.
- Conference papers may only be submitted if the paper has been completely re-written (taken to mean more than 50%) and the author has cleared any necessary permissions with the copyright owner if it has been previously copyrighted.
- All papers are refereed through a double-blind process.

The journal welcomes state-of-the-art surveys and reports of practical experience for all the topics of interest.

## 6.1 Frequency

Initially, ASJ will have **three** issues annually. This may change depending on how the journal evolves.

## 6.2 Controversy/Short Paper corner

The goal of the Controversy corner is both to present information and to stimulate thought and discussion. Topics chosen for this coverage are not just traditional formal discussions of research work; they also contain ideas at the fringes of the field's "conventional wisdom". Articles in this category will succeed only to the extent that they stimulate not just thought, but action. They are classified as "Short Papers"

## 6.3 Special Issues proposals

To submit a proposal for a special issue, please contact the Special Issues Editor see below.

## 6.4 Preparation of Manuscript

### 6.4.1 Formatting requirements

There are no strict formatting requirements but all manuscripts must contain the essential elements needed to convey your manuscript, for example Abstract, Keywords, Introduction, Materials and Methods, Results, Conclusions, Artwork and Tables with Captions. If your article includes any Videos and/or other Supplementary material, this should be included in your initial submission for peer review purposes. Divide the article into clearly defined sections.

Please ensure the figures and the tables included in the single file are placed next to the relevant text in the manuscript, rather than at the

bottom or the top of the file.

### **6.4.2 References**

There are no strict requirements on reference formatting at submission. References can be in any style or format as long as the style is consistent. Where applicable, author(s) name(s), journal title/book title, chapter title/article title, year of publication, volume number/book chapter and the pagination must be present. Use of DOI is highly encouraged. The reference style used by the journal will be applied to the accepted article by Elsevier at the proof stage. Note that missing data will be highlighted at proof stage for the author to correct.

### **6.4.3 Use of word processing software**

Regardless of the file format of the original submission, at revision you must provide us with an editable file of the entire article. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. The electronic text should be prepared in a way very similar to that of conventional manuscript. To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

We strongly recommend you to use the Elsevier article class `elsarticle.cls` (<http://www.ctan.org/tex-archive/macros/latex/contrib/elsarticle>) to prepare your manuscript and BibTeX (<http://www.bibtex.org>) to generate your bibliography. For detailed submission instructions, templates and other information on LaTeX, see <http://www.elsevier.com/latex>.

## **6.5 Advisory Banel and Editorial Boards**

The Advisory Board (AD) of the Applied Science Journal (ASJ) has eight members, two of whom are external. Members are

- Dean of Scientific Research and Graduate Studies (Chair)

- VP - Academics
- VP - Finance, Administration and Community Engagement
- Dean of Law
- Dean of Administrative Sciences
- of Art and Science
- Two External Scholars

The External members are to serve on the Board for 3 years which can be renewed for another term. The current External members are

- **Professor Jonathan Blackledg** - SFI Stokes Professor, DTI (Ireland) and VP (Research), University of KwaZulu-Natal, Westville (South Africa).
- **Professor George Tovestiga** - Henley Business School, Reeding University (UK)

The AB Terms of Reference are:

- Articulate policies and procedure that govern the operations of ASJ
- Decide on the technical direction of ASJ and determine the main (sub-)discipline of each issue.
- Appoint Editor-in-Chief for each issue.
- Approve the Editorial Board (EB) for each issue that is nominated by its Editor-in-Chief.
- Continually monitor statistics such as readership volume, Impact Factor, Citation, etc.

The EB is formed for each issue of the journal and headed by an Editor-in-Chief. The board members are Senior Scholars and experienced researchers in their field. Their sole responsibility is to



- receive manuscripts from authors,
- oversee the correct implementation of the refereeing process and
- to decide, with the Editor-in-Chief, the selection of papers to be included in the issue.

## Chapter 7

# Human Research Ethics

The University recognises and acknowledges the importance of *Human Research Ethics* and set up the a comprehensive set of policies and procedures within a university structure to deal with the protection of individuals who are the subjects of research (including undergraduate activities). The University has established the 'Human Research Ethics Committee' with a designated Human Research Ethics Officer represents each College represented on it<sup>1</sup>. This Committee reports annually to the University Council. Ethics Code of Practice is given in Appendix(G) and the Ethical Form may be found in Appendix (L.2).

### 7.1 Background

1. It is appropriate and timely that the University establishes a Human Research Ethics Committee. It is necessary that members of the University proposing to engage in any of the activities listed below gain approval for such activity, before it begins, from the Human Research Ethics Committee.
2. Approval must be gained by members of the University, both staff and students, who wish to engage in research whether at postgraduate or undergraduate level, by:

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<sup>1</sup>This is guided by the Human Research Ethics adopted in the UK following the agreed upon international procedures and processes.

- (a) Gathering information about human beings (and organisations) through:
    - interviewing
    - surveying
    - questionnaires
    - observation of human behaviour
    - taking human tissue/fluids
    - interfering in normal physiological and / or psychological processes
  - (b) Using archived data in which individuals are identifiable.
  - (c) Researching into illegal activities.
3. Ethical Issues with regard to Human Research may be generally described as follows:-
- (a) Ethical issues arising when the conduct of research or teaching involves the interests and rights of others. Perhaps the most obvious cases concern people who act as "subjects" in medical research involving innovative and invasive treatments. However humanitarian are the long-term prospects of the research, there may be immediate or impending threats to the participants' safety comfort or convenience.
  - (b) The adoption of an ethical position in respect of such research requires that the researcher observes and protects the rights of would-be participants and systematically acts to permit the participants to exercise those rights. Ethical practice in such cases requires that participants, at a minimum, be fully informed, to volunteer freely without inducement, free to opt out without prejudice, and be fully protected in regard to safety to the limits of best practice.
  - (c) Ethical issues may also be raised by research which makes reference to named persons either living or dead with living relatives. Research that apparently impacts only on the dead may raise issues of privacy and confidentiality.
  - (d) Any research that involves others as participants creates the possibility of an invasion of the participants' interests or rights. Social research involving interviewing or observation especially where veridical records (particularly on audio or videotape) are

kept, may impinge on the confidentiality, privacy, convenience, comfort or safety of others. Such threats constitute ethical problems.

4. The above illustrations indicate that a great deal of work conducted by students and staff in science, social science and professional disciplines will inevitably raise ethical issues. Such work is not limited to research. A significant element of the education of professionals, whether it be pre-or in-service, involves working with others. It therefore involves a systematic regard for the rights and interest of those others as they may be affected by the professional relationship.
5. Ethical practice in the management of this work requires that a body independent of the research team examine the research design and the system for protecting participants' interests with a view to adjudicating on their ethical acceptability and their accountability.

## **7.2 Human Research Ethics Committee**

1. In all of the above respects the University has the responsibility for ensuring that ethical practices are followed and ethical principles are explicitly taught where appropriate.
2. The Human Research Ethics Committee would take the view that, where members of the general public may be involved in the research work of a department, particular caution should be exercised to protect both the University and the public interest.
3. Colleges must set up a separate College Human Research Ethics Sub-Committee with defined membership, terms of reference and operating procedures. A College Human Research Ethics Sub-Committee should vet and approve or otherwise give feedback on all student research and staff research proposals involving the public. Research work should not proceed without such explicit, written approval
4. The Human Research Ethics Committee will not make decisions in respect of specific instances - the College Sub-Committee will make these.

5. The Human Research Ethics Committee will consider appeals against the decisions of College ethics Sub-Committees.
6. The Human Research Ethics Committee will primarily develop policy, monitor performance of College Human Research Ethics Sub-Committees and when consulted will advise a College subCommittee upon cases referred to it for advice.

**7. Operation of the Human Research Ethics Committee**

- (a) the Human Research Ethics Committee shall offer advice and guidance in respect of referrals made to it by a College Human Research Ethics Sub-Committee
- (b) the decisions of the Human Research Ethics Committee shall be final
- (c) the procedures of the Human Research Ethics Committee shall be publicly available in writing and strictly observed - all discussions shall take place in confidential formal meetings, and the reasons for its decisions shall be recorded in full and in writing
- (d) meetings shall be held as necessary to expedite treatment of issues referred but, in the event that issues needing speedy consideration arise when no meeting has been arranged for the near future, the Chair shall be empowered to act after consultation (in a formal meeting) with no less than two other members
- (e) the Human Research Ethics Committee shall be permitted to co-opt subject specialists to advise its members on specific issues
- (f) the University Council shall receive a summary report on action taken by the Human Research Ethics Committee from the Chair on a regular basis

**8. Membership of the Human Research Ethics Committee**

- Chair - Dean of Research and Graduate Studies
- Deans or their nominees
- External Advisor
- An independent member nominated by Governors

**9. Referrals by Colleges**

- (a) The purpose of the Human Research Ethics Committee is to issue advice and guidance to Colleges on ethical issues arising from research. The Committee has a responsibility for approval of College procedures and to consider annual reports from Colleges on the management of ethical issues. The College concerned will, normally make decisions in respect of teaching and research with ethical implications that are not otherwise subject to statutory control or approval by the ethics committee of a relevant external authority.
- (b) However, in cases where the College Committee has been unable to reach a decision or where it is uncertain about the validity of the decision it has reached, the Human Research Ethics Committee will offer guidance, following external consultation where necessary, towards resolution.

### **7.3 College Human Research Ethics Sub-Committees**

1. Broadly ethical issues fall under 3 essential concerns - informed consent, confidentiality and risk of harm.
  - (a) The University requires all Colleges to establish procedures for the consideration of ethical issues arising from the research and other activities of the College, and appoint a designated officer with specific responsibility for the management of such procedures.
  - (b) The University requires all Colleges to submit to the Ethics Committee for approval details of such procedures, and report any changes to the approved procedures in their annual report to the Ethics Committee.
  - (c) The University requires all Colleges to appoint a designated officer (who may be the Dean) to:
    - ensure that any policy or guideline developed through the Human Research Ethics Committee are followed
    - keep College ethical issues under review
    - manage and monitor the procedures in practice
    - keep appropriate records of practices and decisions

- report to the Dean as appropriate
  - report to the College through an appropriate forum
  - report on an annual basis and on behalf of the College to the Human Research Ethics Committee
  - send a copy of the minutes of the College Sub-Committee within a month of the meeting to the Secretary of the University Committee
- (d) Colleges should ensure that their procedures are consistent with best practice in their subject domain and conform to the requirements of any relevant professional bodies.
- (e) The Human Research Ethics Committee recognises that, given that Colleges vary in the scope and significance of the ethical issues encountered, their procedures will vary. However, there are certain categories of activity and the guidelines below indicate the minimum action required of Colleges in respect of each category.

## 2. The Use of Subjects in Teaching and Research

- (a) The use of undergraduates and members of the University in teaching and research must take place in accordance with routine procedures to protect participants' interests and to highlight ethical conduct. Particular consideration should be given to the recruitment, consent, confidentiality, safety and freedom of participants.
- (b) It is therefore recommended that, in respect of routine teaching activities involving students, the published pre-course documentation includes a full description of those activities and makes it clear that registration for the course implies participation.
- (c) In respect of all other activities within the remit of this document it is expected that College Human Research Ethics Sub-Committees will ensure that:
- all participants volunteer, normally without inducement and give their written consent to participation
  - written consent is given in the light of full awareness of the objectives of the teaching / research, the procedures to be followed, and the anticipated outcomes particularly in respect of publication of findings

- all participants be given a written description of their involvement in the project, the demands to be made, their rights and how their rights and interests will be protected, particularly in respect of confidentiality, privacy and safety
  - all participants are made aware of their freedom to withdraw consent and discontinue participation at any time
  - appropriate documentation be designed to meet these objectives and to keep appropriate records, eg information regarding the project should be given in writing and the participant should sign to acknowledge receipt of the material
- (d) Evidence that the College Committee has carried out these recommendations will be required by the Human Research Ethics Committee.

### 3. The Involvement of the General Public in Research

- (a) Where members of the general public are involved in the research work of a College, particular caution should be exercised to protect both University and the public interest.
- (b) Activities, involving the general public should normally be referred to the College Human Research Ethics Committee.

### 4. The Teaching of Ethical Matters in Professional Courses

In respect of the teaching of ethical matters in professional courses Faculties must ensure that:

- where appropriate, consideration is given to identifying the main parameters of the professional / client relationship
- the rights of the client and the responsibilities of the professional are explained and illustrated
- potential threats to the client's interest in the client / professional relationship are identified and analysed
- ethical conduct to protect the client's interests is taught and exemplified where appropriate on the course



## 7.4 Guidance for establishment of Human Research Ethics Sub-Committee

1. It is recommended that College Human Research Ethics Committees will be established to consider, approve or otherwise issue guidance on. These committees will operate in accordance with approved University procedures or those prescribed for such research by relevant professional bodies.
2. No research involving human subjects may proceed without the explicit approval in writing of the College Human Research Ethics Committee.
3. **Members** - a College Human Research Ethics Committee should have no fewer than three members, one of who shall be the College designated officer. A nominated deputy may be appointed by the Dean to act as Chair if necessary. At least two of the members must be independent of the specific research proposal(s) under consideration. Given the need to ensure that the Committee is impartial, it is recommended that "reserve" members be appointed to act in respect of proposals put forward by, or involving, more than one member of the Committee. Faculties will recruit one or more members from outside the College who may also be external to the University.
4. **Terms of Reference** - the College Sub-Committees' terms of reference should normally include the following:
  - to consider research proposals (from both the department's staff and its students) involving activities described above.
  - to either give written approval for such proposals or provide written information as to why approval has not been given
  - to consider revised submissions
  - to refer to the Human Research Ethics Committee cases which cannot be resolved or about which there is uncertainty or which may raise Policy issues for the University
  - to operate procedures no less rigorous than those suggested or required by relevant professional bodies

**5. Procedures:**

The College Sub-Committee should provide written information about its procedures and terms of reference for all relevant members of the College and should carry out those procedures in formal confidential meetings only, these procedures and terms of reference having already been approved by the Human Research Ethics Committee.

**6. Research Proposals:**

- (a) The College Sub-Committee should specify the format in which research proposals concerning human subjects are to be presented for its consideration. As a minimum, proposals should incorporate the following information:
  - statement on research objectives
  - statement on research procedures
  - full details of arrangements for participation of human subjects, including recruitment, consent and confidentiality procedures and documentation
  - details of intentions in respect of the publication of findings
- (b) Full records of the decisions of the College Committee should be maintained.
- (c) The frequency and timing of meetings of the College Committee will be determined by the requirements of the College. Where relevant research proposals are put forward on a regular basis, meetings should be timetabled in advance and the dates circulated. Where ethical issues arise infrequently, the College Sub-Committee should be prepared to meet on an ad hoc basis and at short notice.
- (d) The College Sub-Committee should have a procedure for the consideration of revised submissions.

**7. Annual Report by College to the University Human Research Ethics Committee:**

- (a) Each College, through its designated officer, must conduct an annual review of its position in respect of ethical issues and report to the University Committee on an annual basis.
- (b) It is expected that the annual reports to the University Committee will include the following:

- details of any changes to the approved procedures
  - summary of action taken by the College Human Research Ethics Committee including details of the number of cases considered (staff and student), the number of cases approved, and any particular difficulties encountered or consequent action taken
  - where appropriate, the number of cases referred to the ethics committee of the relevant external authorities
  - any issues for consideration by the University Human Research Ethics Committee
- (c) The University Human Research Ethics Committee will consider the annual reports, offer advice and recommendations as appropriate, and report to the Academic Board on any outstanding difficulties.
- (d) **Documentation for College Review**
- i. The University Human Research Ethics Committee will require detailed annual report of the operation of the College Ethics procedures.
- (e) It is expected that the College Audit panel will wish to consider as appropriate -
- either the College's detailed procedures for the consideration of ethical issues as they arise in teaching and research or its written explanation as to why such procedures are considered unnecessary
  - a description of the role and remit of the College's designated officer
  - where relevant, the terms of reference, procedures and membership of the College Human Research Ethics Committee
  - where relevant, reports from the College Committee to its appropriate management committee
  - where relevant, evidence that decisions by the College Committee are acted upon

## Appendix A

# Regulation For Scientific Research

An abstract graphic design featuring three sets of concentric circles in shades of blue. One large set is in the top right, a medium set is in the center right, and a large set is in the bottom right. Two thin blue lines originate from the top left and extend diagonally across the page, one passing near the top-right circles and the other near the center-right circles.

## Regulations for Scientific Research at Applied Science University

## Regulations for Scientific Research

### Article (1):

This list is called "Regulations for Scientific Research at Applied Science University" and is implemented from the date of approval.

### Article (2):

1. Scientific research is defined as every effort contributed to the development of human knowledge as a result of individual, joint or both efforts, and its support through various physical, moral, and human means in accordance with the provisions of these regulations.
2. Principal Researcher: Is a faculty member who represents the joint research group he/she participated in.
3. Joint Researcher: Is a faculty member who is participating in a research or study with a group of researchers.

### Article (3):

The Deanship forms a committee called the "Scientific Committee" which includes the following:

1. The Dean of Scientific Research /Chair.
2. Four faculty members selected by the University Council upon the recommendation of the Dean of Scientific Research for a period of two years, subject to renewal.
3. Two members from outside the university with experience in scientific research selected by the University Council upon the recommendation of the Dean of Scientific Research for a period of one year, subject to renewal.

### Article (4):

The Dean of Scientific Research undertakes the following responsibilities:

1. Implement the policy of scientific research at the university and regulate the affairs of supporting, encouraging, supervising and coordinating the preparation of the annual research plan for the University.
2. Prepare the annual budget for scientific research.
3. Seek to find sources of funding for scientific research from inside and outside the Kingdom.
4. Collect information on scientific research projects inside and outside the university and their follow-up.
5. Manage the Deanship of Scientific Research, Chair the Scientific Research Committee at the university and oversee the various activities of the Deanship (technical and administrative).
6. Supervise the work of the research centers upon their creation, follow-up their activities, and assess their performance and coordinate with other institutions and research centers locally and in the Gulf region.
7. Coordinate with the Deans of the colleges in all that is related to the completion of the graduate students' research in terms of following-up or providing them with physical and moral means of support and assure the presence of conditions for supervision.

### Article (5):

The Committee has the following powers and functions:

1. Prepare a draft of the scientific research plan and means of its implementation.
2. Lay down the foundations for scholarships and coordinate with other bodies relevant to scientific research.
3. Consider scientific research projects and their approval.
4. Discuss and propose the annual budget for scientific research.

5. Follow-up the annual report of the Deanship of Scientific Research.
6. Consider composed and translated books after their evaluation and guide to support their publishing.
7. Prepare internal and external scientific indicators.
8. Propose regulations, rules and procedures governing the driving of scientific research at the university.
9. Approve research projects and studies and follow-up their implementation, disbursement and arbitration and recommend them according to the rules governing them in the university.
10. Any other matters.

Article (6):

The President of the University, upon a recommendation from the Scientific Committee and based on a recommendation from the College Council and the relevant Department Council, may agree to wholly or partially unload a faculty member at the university to work in a particular research project.

Article (7):

Every college of the university forms a committee called the "Scientific Committee" upon a decision by the College Council or the Department Council, as appropriate, where these committees handle the Scientific Research Affairs each according to their specialization.

Article (8):

The university issues a scientific journal called "Applied Science University Journal" where every issue relates to a specific specialization within the university.

Article (9):

When a Research Development Center is formed, it is managed by:

1. The Centre's Council.
2. The Centre's Director.  
(All within their jurisdiction)
3. The Director of the center upon a nomination from the Dean of Scientific Research and Graduate Studies and a decision from the President may appoint a faculty member who is treated as the head of the scientific department.
4. The Centre Council constitutes the Director as the Chair and four faculty members known for their research. It is formed upon a nomination from the Dean of Scientific Research and Graduate Studies and a decision from the President of the university.
5. The Centre Council shall consider all that relates to the Center's research and technical affairs and prepare an annual research plan and budget estimates.
6. The Council considers all that relates to it by the Scientific Committee of the Deanship of Scientific Research and Graduate Studies.

Article (10):

The following are rewarded from the financial regulations issued by the university in this regard and upon a recommendation from the Scientific Committee:

1. Composed Books.
2. Published research in accordance with the classification of magazines (local – regional – local).
3. Published research in scientific conferences (local – regional – global).
4. Publish Master Dissertations.
5. Translated Books.
6. Articles published in newspapers.

Article (11):

The President of the University issues the instructions necessary to implement the provisions of these regulations to ensure the ethics of scientific research and its customs.

Article (12):

The President of the University, the Vice-Presidents, the president's assistants, and the deans are responsible for implementing the provisions of these regulations.



# Appendix B

## Roadmap

We briefly detail Tasks (T) and their Progress (P) which will be constantly reviewed. Thus, this Appendix is an organic in nature as it will continually be evolved, modified and improved.

### B.1 Overriding Objectives

The overriding and related objectives of the Deanship are

- Increase the visibility of the research and graduate studies of ASU both nationally and internationally
- Build a sustainable research culture within which research activities can be conducted, flourish and continually improved

To this end, the following operational tasks are necessary, but may not be sufficient, to achieve those overall objectives.

#### **T 1. Articulating Research Strategies, Policies and Operational Targets.**

**P 1.** These must be realistic, attainable and, at their cores, must take into account the current national research thinking, frameworks and

philosophy. For example, some aspects of a UK-based targets will not be advisable in any Bahrain academic institution. See Sections (1.3, 2 & 3 )

## **T 2. Set-up an Efficient and Effective Structure for the Deanship**

**P 2.** The structure of the Deanship must be effective allowing a seamless two-way dissemination of information with University staff in a timely fashion. To this end, and following best practices, :

- Each Collage will have a Research & Postgraduate Coordinator (RPC) who should have a good grasp of the research interests and activities within his/her collage.
- Establish an effective and efficient Research and Graduate Studies Committee whose memberships and Terms of Reference will be articulated and widely distributed. The Terms of Reference must ensure that the working of the committee falls within the boundaries and the responsibilities of the University Council (See Appendix (C)). The committee will be meeting (initially) once a semester. Dates of these meetings will be set at the beginning of each academic year. These meetings will be recorded and their minutes will be presented to the University Council.

## **T 3. Establishment of Research Ethics Procedures.**

**P 3.** It is fundamental that the Deanship oversees that all our R&D activities, from student projects in the taught programmes (both at undergraduate and postgraduate levels) to research conducted by staff, has followed ethical procedures and that ethical reviews are undertaken before proceeding.

For ethical compliance to be accepted and be effective, a procedure must be developed which takes into account the severity of the ethical issues. A code of Best Practice for Research has been established (see Section (7) & Appendix (G)).

#### **T 4. Establishment of maintainable Research web pages and Repository**

**P 4.** Having an appealing and informative presence on the web that reflects the vitality of our research (its impact and esteem) and our wide ranging graduate programmes portfolio is fundamental. With the IT Department, work has already begun. We now have an initial design for a corporate and unified style for all staff web pages. These will be disseminated to staff for their views and populating them. Central to web presence, is the establishment of a University-wide research repository. This will increase our research visibility both nationally and internationally. This repository aims to store all our research outputs and their impact. In addition, it will be important tool for managing research and guide our strategic decisions. Work on this has started by drawing initial requirements and exploring if it can be built in-house and its resource implication.

#### **T 5. The Establishment of the Annual Distinguish Seminar Series**

**P 5.** Key world-leading scholars will be invited for the duration of 2-3 days to deliver keynote lecture on their discipline, outlining their vision for the future and give a road-map for research and development in that (sub-) discipline. This gives staff an opportunity to interact and collaborate with key scholars in their field, see Section( H).

#### **T 6. The Establishment of Research Handbook**

**P 6.** Annually, a Research Handbook will be edited, published and distributed widely to key Government departments, organisations, decision makers and colleagues. The Handbook will contain our policies, achievements, profiles of key staff and also case-studies of our bright graduate students. News of impacts and esteem of our research findings will also be included as well as manuscripts of key research outputs. There will be an Editorial board to oversee its compilation and distribution list. Initially, the Handbook will cover the period 2011-2014.

## **T 7. Set-up Research Monographs Series and ASU Journal.**

**P 7.** A Monograph Series will be established and published by the university. A monograph will report research findings before it is finally published in the learned journals and workshops. It will be widely distributed to scholars and colleagues, seeking opinion and views. This gives our research initial wider exposure and also facilitate collaboration within and outside ASU.

## **T 8. Hosting and Organising International Conferences/Workshops.**

**P 8.** ASU will host a number of International Conferences/Workshops, for example, IEEE/ACM series in Engineering, Computing, Information Systems, etc. These organisations will under-write the cost but will help greatly in increasing our visibility and standing at an international scene. Discussion to host the forthcoming IEEE Workshop on Future Trends in Computing and the Software Evolution and Creative Technologies Conferences

## **T 9. The Establishment of Seminar series**

**P 9.** Staff will be encouraged to establish local/departmental seminar series that help to create a local research culture and enhance collaboration.

## **T 10. Research Development and Support Programme**

**P 10.** Individual Research Plans will be established to support and further develop research-active staff. Specific support may include, but not limited to (see Section(5)):

- The introduction of research allowances to give time to undertake high quality research.

- Establish a variety of competitive research support to help staff develop their research careers. This may include o Revolving Investment Fund to support new initiatives, to build our research capacity, performance and reputation, o The President's Future Research Leaders Programme to raise the strategic research competence of a cohort of selected 'future research leaders' within the University by equipping them with the skills and the sense of responsibility to act subsequently as champions and inspirations of research in their own departments and Collages
- The Collages Research Away Day to allow staff to meet colleagues in the collage with the aim to encourage internal new research collaboration activities and links.

**T11. Review MSc policies and guidance and recruitments, choice of projects, examinations, Issuing and assigning of projects, involvement of External examiners.**

**P 11.** This has many dimensions:

- Review of existing policies and procedures and make appropriate recommendations.
- Clarify the processes of issuing projects to students, the assignment of supervisory team and the continual monitoring of their progress
- Publish an annual handbook with all Abstracts of completed theses. This publication will be distributed widely at a national level.

**T12. Establish a series of induction open lectures.**

**P 12.** This is a series of induction talks which are open to all staff. A list has been established, see Appendix (F)

**T 13. Set-up the Centre of Excellence of Homeland Security.**

**P 13.** Homeland security has become an active area of research and development. It has a great advantageous of being truly multi- and

inter-disciplinary activity: It brings experts from technology, engineering, economics to policy makers and law.

Professor Blackledge (Dublin Institute of Technology, Ireland) will be visiting us for 2-3 days to discuss collaboration and setting up such a centre within ASU and across national boundaries within the Gulf region.

## Appendix C

# Research and Graduate Studies Committee

### C.1 Functions

The main functions of the Research and Graduate Studies Committee (RGSC) are:

- To devise and formulate policies related to all research and graduate studies matters that impact on the strategic objectives and direction of the University.
- To consider and make recommendations on matters of policies relating to research and graduate studies. These matters include those which referred to it by the University Council and other University's committees.
- To receive and review the University's policies on research ethics.
- To monitor the relevance of established policies and address shortcomings and anomalies so as to facilitate high quality research and graduate studies activities within the University structure.
- To oversee quality assurance and improvement measures of research and graduate studies activities, including research and graduate studies quality measures.

- To review Annual Reports relating to research and graduate studies and to make recommendations to the University Council.
- To approve procedures for allocating research allowances/funds and monitor their implementation.
- To oversee the establishment and the implementation of the Annual Distinguished Seminar, the Annual Research and Graduate Studies Handbook.

## C.2 Authority

- The RGSC shall operate under the delegated authority from the University Council.
- The RGSC shall, through its members, act as a channel of communication between the University Council, research population of the University and the Administrations.
- On an annual basis, the RGSC will review its own performance and its terms of reference and shall report its findings and recommendation of any changes to the University Council.

## C.3 Membership

It is important that the RGSC is both effective and efficient in its operations and that should be reflected in the choice of its members. To this end, the membership is

- Dean of Research and Graduate Studies
- The University President (Co-opted)
- VP - Academic
- A Research Coordinator from each Collage
- Dean of each Collage



- Director of Quality Assurance
- Secretary

## C.4 Meetings and Quorum

- The RGSC shall meet once at the start of each Semester. This may increase depending on the need.
- The quorum for meetings shall be 51% of the memberships.
- Agenda shall be distributed ahead of each meeting and a call for extra items will be issues.
- Minutes of the RGSC shall be circulated to the University Council for either for noting, discussion and/or decision as necessary.

## Appendix D

# Research Quality and Classification

Currently a research output is ranked either A, B or C, where  $A > B > C$ . And there is no clear definition of the relation  $>$ . However, there is an implicit understanding that A is deemed to be of higher "quality" than B and the quality of B is higher than that of C. Nonetheless, the term "quality" is not precisely defined. Here we will offer what has been widely accepted. In particular we are guided by the UK Research Excellence Framework (REF).

### D.1 Research Quality Components

A research output reports advances in either basic, applied, practice-based or interdisciplinary research. There are three components to "quality" of research outputs. These are Originality, Significance and Rigour. Each are defined as follows:

- **Originality** is understood as the extent to which the output introduces a new way of thinking about a subject, or is distinctive or transformative compared with previous work in an academic field.
- **Significance** is understood as the extent to which the work has exerted, or is likely to exert, a significant influence on an academic

field or practical applications.

- **Rigour** is understood as the extent to which the purpose of the work is clearly articulated, an appropriate methodology for the research area has been adopted, and compelling evidence presented to show that the purpose has been achieved.

Each research output is therefore ranked according to these components. The scale of ranks do vary but after extensive study and over 20 years' experience, the UK Government has adopted a 5-point scale:

- *Four star*: Quality that is world-leading in terms of originality, significance and rigour.
- *Three star*: Quality that is internationally excellent in terms of originality, significance and rigour but which falls short of the highest standards of excellence.
- *Two star*: Quality that is recognised internationally in terms of originality, significance and rigour.
- *One star*: Quality that is recognised nationally in terms of originality, significance and rigour.
- *Unclassified*: Quality: that falls below the standard of nationally recognised work. Or work which does not meet the published definition of research for the purposes of this assessment.

Mapping between the UK-based 5-point scale and ASU-based 3-point scale take many variation. For example, one such mapping could be:

- C = Unclassified or 1\*
- B = 2\*
- A = 3\*/4\*

The Deanship of Research and Graduate Studies can only offer a general framework within which such a mapping can be formulate within each Collage. Indeed, each Collage, after wide consultation, must publish their working method for performing such a mapping.

## Appendix E

# On Ranking Metrics

### E.1 Introduction

Authors can use metrics when deciding where to publish. The essential idea is to assign weights to bibliographic citations based on the importance of the journals that issued them. Citations issued by more important journals will be more valuable than those issued by less important ones. This 'importance' will be computed recursively, i.e., the important journals will be those, which in turn receive many citations from other important journals.

There are several reasons why an author will choose a particular journal to submit to. Probably one of the most important reasons is the **quality** or **impact** of the journal. *Journal Insights* defines impact by several metrics, which are statistically sound and provide authors with valuable information to support their selection.

As an example, Appendix(K) enlists the ranking of journals for all disciplines found in Business Schools worldwide. The list was produced by the UK-based Association of Business Schools - Academic Journals Quality Guide.

This document provides some information that we hope will be useful for all authors of ASU when considering the submission of their papers.

## E.2 Impact factor

The Journal Impact Factor is published each year by Thomson Reuters. It is a measure of the number of times an average paper in a particular journal is cited during the preceding two years.

For example, let

- $A$  = the number of times articles published in a specific journal in 2009 and 2010 were cited by journals during 2011.
- $B$  = the total number of 'Citable items' published by that journal in 2009 and 2010.  
( 'Citable items' are usually articles, reviews, proceedings, etc.; not editorials or letters-to-the-editor.)

Then

$$\text{2011 impact factor} = A/B.$$

All journals display actual value for the most recent year. Earlier values can be obtained from the Journal Citation Reports from Thomson Reuters.

### E.2.1 ISI ranking

Journals are often ranked by impact factor in an appropriate Thomson Reuters subject category. As there are now two published impact factors, this rank may be different when using a two or a five year impact factor and care is needed when assessing these ranked lists to understand which metric is being utilized. In addition, journals can be categorized in multiple subject categories, which will cause their rank to be different per subject and consequently a rank should always be in context to the subject category.

### E.2.2 Five Year IF

A base of five years may be more appropriate for journals in certain fields because the body of citations may not be large enough to make reasonable

comparisons, or it may take longer than two years to publish and distribute leading to a longer period before others cite the work.

## **E.3 Article influence**

Article Influence is calculated by dividing the Eigenfactor score by the percentage of all articles recorded in the Journal Citation Reports that were published in a specific journal. Article Influence score measures the average influence, per article, of the papers in a journal. As such, it is comparable to Thomson Scientific's widely-used Impact Factor. Article Influence scores are normalized so that the mean article in the entire Thomson Journal Citation Reports (JCR) database has an article influence of 1.00.

### **E.3.1 Eigenfactor**

The Eigenfactor score is a rating of the total importance of a specific journal. Journals are rated according to the number of incoming citations, with citations from highly ranked journals weighted to make a larger contribution to the Eigenfactor than those from poorly ranked journals. As a measure of importance, the Eigenfactor score scales with the total impact of a journal. Journals generating higher impact to the field tend to have larger Eigenfactor scores. The Eigenfactor approach is thought to be more robust than the Impact Factor metric, which purely counts incoming citations without considering the significance of those citations. Article influence and Eigenfactor exclude self-citations.

## **E.4 Source-Normalized Impact per Paper (SNIP)**

Source-Normalized Impact per Paper (SNIP) measures contextual citation impact by weighting citations based on the total number of citations in a subject field. This unique aspect allows direct comparison of sources in different subject fields. The impact of a single citation is given higher value in subject areas where citations are less likely, and vice versa.

It is a ratio, with a numerator and a denominator.

- SNIP's numerator gives a journal's raw impact per paper (RIP). This is simply the average number of citations received in a particular year (e.g. 2013) by papers published in the journal during the three preceding years (e.g. 2010, 2011 and 2012).
- SNIP's denominator, the Database Citation Potential (DCP) is calculated as follows. We know that there are large differences in the frequency at which authors cite papers between various scientific subfields. In view of this, for each journal an indicator is calculated of the citation potential in the subject field it covers. This citation potential is included in SNIP's denominator.

Then

$$SNIP = RIP/DCP.$$

It aims to allow direct comparison of sources in different subject fields. Citation potential is shown to vary not only between journal subject categories - groupings of journals sharing a research field - or disciplines (e.g., journals in Mathematics, Engineering and Social Sciences tend to have lower values than titles in Life Sciences), but also between journals within the same subject category. For instance, basic journals tend to show higher citation potentials than applied or clinical journals. Likewise, journals covering emerging topics tend to be higher than periodicals in classical subjects, or more general journals.

SNIP helps authors to identify which journals are performing best within their subject field and where to publish. Mouse over the circles in the visualization and click on the years to view the metrics. The size of the circles are compared to the highest values in the 5-year range. This highest value has a closed circle whereas the open circles indicate the value compared to this highest value.

## E.5 SCImago Journal Rank (SJR)

SCImago Journal Rank is a measure of the number of times an average paper in a particular journal is cited, and as such is conceptually similar to

the Impact Factor. A major difference is that instead of each citation being counted as one, as with the Impact Factor, the SCImago Journal Rank assigns each citation a value greater or less than 1.00 based on the rank of the citing journal. The weighting is calculated using a three-year window of measurement and uses the Scopus database.



## Appendix F

# Open Lectures/Research Workshops

The following is a set of open lectures to all staff but in particular those who are early career researchers and also those who are interested in research.

- *The Quest for research excellence* (Zedan)
- *The author is guilty until proven innocent* (Zedan)
- *Managing your research* (Zedan)
- *Publicicing your findings* (Zedan)
- *Judging your findings because they will* (Zedan)
- *Structures and Models in Research* (Zedan)
- *The three golden rules for successful scientific research* (Zedan)
- *Increasing your Impact* (Zedan)

## Appendix G

# Ethics Code of Practice

- Research should be designed, reviewed and undertaken in a way that ensures its integrity and quality.
- Research staff and participants must be informed fully about the purpose, methods and intended possible uses of the research, what their participation in the research entails and what risks, if any, are involved. Informed consent entails giving as much information as possible about the research so that prospective participants can make an informed decision on their possible involvement.
- The confidentiality of information supplied by research participants and the anonymity of respondents must be respected.
- Research participants must participate in a voluntary way, free from any coercion.
- Harm to research participants must be avoided.
- Consent must be sought for research participants under the age of sixteen.
- The independence and impartiality of researchers must be clear, and any conflicts of interest or partiality must be explicit.
- Participants in collaborative research should at all times follow best practice as regards the accreditation of the work of others.

## Appendix H

# Annual Distinguished Seminar Series

### H.1 Aim

The Annual Distinguished Seminar (ADS) Series aims to

- Help in creating a strong and sustainable research culture across the University
- Increase the visibility of the research activities both nationally and internationally.

The recipients of the ADS are World-Leading scholars who help in defining the research agenda in their field and continue to shape its development. Being World-Leading researchers, the impact of their development and innovation can be seen in industries and Governments and policy makers. In addition to given a keynote seminar, an ADS recipient also conducts a number of Master-Classes with our researchers in the field in a more focused fashion. The aim of these Master-Classes is to encourage collaboration at international level.

## H.2 Recipients

- **April 2014**, Professor George Tovstiga (Henley Business School, University of Reading, UK)
- **December 2014**, Professor Mark Batey ( Head of Open Global Programmes Manchester Business School, UK)

## Appendix I

# Criteria for Judging Case-for-Support

Case for-Support are evaluated according to the following criteria. It is important to address these criteria directly. A proposal which fails to meet them will be rejected regardless of the quality of its source.

### I.1 Major criteria

Here are the major criteria against which your proposal will be judged.

- Does the proposal address a well-formulated problem?
- Is it a research problem, or is it just a routine application of known techniques?
- Is it an important problem, whose solution will have useful effects?
- Is special funding necessary to solve the problem, or to solve it quickly enough, or could it be solved using the normal resources in the College?
- Do the proposers have a good idea on which to base their work? The proposal must explain the idea in sufficient detail to convince the

reader that the idea has some substance, and should explain why there is reason to believe that it is indeed a good idea. It is absolutely not enough merely to identify a wish-list of desirable goals. There must be significant technical substance to the proposal.

- Does the proposal explain clearly what work will be done?
  - Does it explain what results are expected and
  - how they will be evaluated? How would it be possible to judge whether the work was successful?
- Is there evidence that the proposers know about the work that others have done on the problem? This evidence may take the form of a short review as well as representative references.
- Do the proposers have a good track record, both of doing good research and of publishing it? A representative selection of relevant publications by the proposers should be cited. Absence of a track record is clearly not a disqualifying characteristic, especially in the case of young researchers, but a consistent failure to publish raises question marks.

## I.2 Secondary criteria

Some secondary criteria may be applied to separate closely-matched proposals. It is often essentially impossible to distinguish in a truly objective manner among such proposals.

- An applicant with little existing funding may deserve to be placed ahead of a well-funded one. On the other hand, existing funding provides evidence of a good track record.
- There is merit in funding a proposal to keep a strong collaborative research team together; but it is also important to give priority to new researchers in the field.
- An attempt is made to maintain a reasonable balance between different research areas, where this is possible.

- Evidence of external (e.g. industrial) interest in a proposal, and of its potential for future exploitation will usually count in its favour. The closer the research is to producing a product/artefact the more industrial involvement is required and this should usually include some industrial contribution to the project. The case for support should include some ‘route to market’ plan, ie you should have thought about how the research will eventually become a product — identifying an industrial partner is usually part of such a plan.

### I.3 Some shortcomings

Here are some of the ways in which proposals often fail to meet these criteria.

- It is not clear what question is being addressed by the proposal. In particular, it is not clear what the outcome of the research might be, or what would constitute success or failure. It is vital to discuss what contribution to human knowledge would be made by the research.
- The question being addressed is ill-formed. The reviewers are looking for evidence of clear thinking both in the formulation of the problem and in the planned attack on it.
- It is not clear why the question is worth addressing. The proposal must be well motivated.
- The proposal is just a routine application of known techniques.
- Industry ought to be doing it instead. If the work is ‘near market’ then it should be done by industry or venture capital should be funding it.
- There is no evidence that the proposers will succeed where others have failed. It is easy enough to write a proposal with an exciting-sounding wish-list of hoped-for achievements, but you must substantiate your goals with solid evidence of why you have a good chance of achieving them. This evidence generally takes two main forms:

- "We have an idea". In this case, the proposer should sketch the idea, and describe preliminary work which he/she have done which shows that it is indeed a good idea. The proposer is unlikely to get funding without such evidence. It is not good saying "give us the money and we will start thinking about this problem".
  - "We have a good track record". Include a selective list of publications, and perhaps include a short paper (preferably a published one) which gives more background, as an appendix.
- A new idea is claimed but insufficient technical details of the idea are given for the reviewers to be able to judge whether it looks promising.
  - The proposers seem unaware of related research. Related work must be mentioned, if only to be dismissed. Otherwise, the reviewers will think that the proposers are ignorant and, therefore, not the best group to fund. The case for support should have a list of references like any paper, and you should look at it to check it has a balanced feel.
  - The proposed research has already been done - or appears to have been done. Rival solutions must be discussed and their inadequacies revealed.
  - The proposal is badly presented, or incomprehensible to all but an expert in the field.
  - The proposers seem to be attempting too much for the funding requested and time-scale envisaged. Such lack of realism may reflect a poor understanding of the problem or poor research methodology.
  - The proposal is too expensive for the probable gain. If it is easy to see how to cut the request for equipment/travel, etc. to something more reasonable then it might be awarded in reduced form. More likely, it will be rejected.



## Appendix J

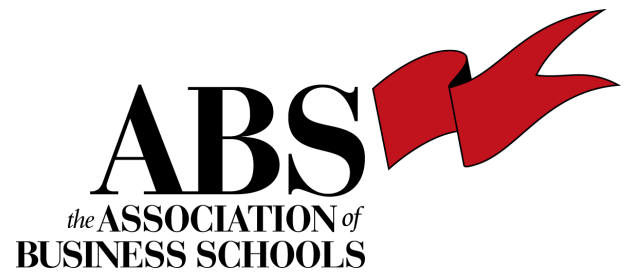
### Coordinators - 2014/15

The following table lists the current coordinators in all Colleges.

College	Name	Responsibility
Admin Science	Dr. Khalil Ibrahim	Assistant Dean of Research and Graduate Studies
	Dr. Farhan Al-Ani	Research Coordinator
	Dr. Ammar Al Samaray	Graduate Studies Coordinator
Law	Dr. Hisham Baban	Research Coordinator
	Dr. Mohaned Al Sanory	Graduate Studies Coordinator
Art and Science	Dr. Saif Al Sultan	Research Coordinator

## Appendix K

### Association of Business Schools - Academic Journals Quality Guide



## **Academic Journal Quality Guide**

**Version 4**

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## Introduction

Welcome to version 4 of the Association of Business School (ABS) Academic Journal Quality Guide. The ABS Academic Journal Quality Guide is a hybrid based partly upon peer review, partly upon statistical information relating to citation, and partly upon editorial judgements following from the detailed evaluation of many hundreds of publications over a long period. It provides a guide to the range, subject matter and relative quality of journals in which business and management academics might publish the results of their research.

The brief agreed between the editorial team and the chair of the ABS Research Committee can be summarised as follows:

- I. The Guide should be designed primarily to serve the needs of the UK business and management research community.
- II. The Guide should classify journals into four categories (grades 1 to 4) plus a new category of 4\* which recognises the quality of those journals ranked as a 'top' class journal in at least seven of ten international listings consulted.
- III. The classification process should be stringent and methodical in all cases, embracing five sources of evidence:
  - a. the assessments of leading UK researchers in each of the main sub-fields covered
  - b. the mean citation impact scores for the most recent five year period
  - c. evaluation by the editors of the quality standards, track records, contents and processes of each journal included in the Guide
  - d. the number of times the journal was cited as a top journal in ten lists taken to be representative of the 'world' rating business and management journals
  - e. the number of times a journal was cited in the submissions to the 2008 RAE
- IV. The Guide should be comprehensive in the coverage of research conducted in Business Schools in the UK and internationally covering a wide range of disciplines, fields and sub-fields within the social sciences and taking an inclusive approach to what constitutes business and management research.
- V. The editors should accept responsibility for the final classification of all journals included in Version 4 of the Guide, following full consideration of feedback on Version 3 of the Guide and the recommendations made by a panel of experts representing the main sub-disciplines within the field.
- VI. The editors should publish and justify their working methods and their approach to the problems of classification.

This introduction provides important background information which will help you to get more from the ABS Guide. In particular it provides answers to seven frequently asked questions. First, what purposes do academic journals serve? Second, what are the functions of journal quality lists? Third, how do journal quality lists vary? Fourth, what are the problems associated with journal quality lists. Fifth, how have the ABS journal quality rankings been made? Sixth, how do the ABS quality rankings compare with those of others? Finally, why does it all matter?

### **1. *What Purposes do Academic Journals Serve?***

Academic journals are one of the most important means of publishing and disseminating the results of academic research and scholarship. In doing so, they serve the following purposes:

- I. A stamp of quality. Publication in a journal should indicate that an article can be read and is worth reading. The editorial review processes of all journals in the ABS Guide involve blind peer review of articles submitted by two or more researchers active in the field. These reviewers provide feedback to the authors about the quality and standing of their work. This review process is generally designed to be both developmental and judgemental in nature. Thus authors are advised about whether their articles are publishable in their current form, how they should be revised, whether they should be submitted to another publication, or whether they should not be published at all.
- II. To inform and debate. Most journals are produced by members of the research community in partnership with academic publishers and/or professional associations. The papers selected for publications are intended to disseminate research findings, both empirical and theoretical, and to stimulate debate about particular topics and issues. Improved access to journals by electronic means has meant that debates more frequently take place across journals rather than within the pages of a single journal.
- III. An official record of knowledge and information. The editorial and publishing process produces definitive paper and electronic records which can be indexed and catalogued for a wide range of users – researchers, government, public bodies, corporate bodies, charities, tutors, students, practitioners and members of the public.
- IV. A means of managing intellectual property rights and permissions. The final submission of an article approved for publication is normally accompanied by the signing over of some elements of the author's rights to the article. Once these rights have been assigned, the publisher, the author's agent or in a few cases the author(s) themselves are responsible for granting permissions to reproduce sections of the paper and for the collection of copyright and licence fees.

## **2. *What are the Functions of Journal Quality Lists?***

Journal quality lists can fulfil one or more of the following four functions.

- I. Provide an indication of where best to publish. This is particularly important for early career researchers or for researchers transferring between disciplines/sub-fields or embarking on cross- or inter-disciplinary research. A list of journals and their relative quality can help potential authors to decide what to read and where to publish.
- II. Inform staffing decisions. In the USA, journal quality lists often inform the decision making processes of tenure, promotion and reward committees. In the UK, they are increasingly used by appointment, promotion and reward committees.
- III. Inform library purchasing decisions. A growing number of higher education institutions and their purchasing consortia are using journal quality lists to determine which journals and aggregation services to buy.
- IV. Application in reviews and audits. Lists are frequently used in the UK and other countries to aid internal and external reviews of research activity and the evaluation of research outputs.

## **3. *Types of Journal Quality List***

Journal quality lists come in five basic forms:

- I. Institutional lists. These are the most common form of list and are typically drawn up on the basis of the views of members of research groups within a department (e.g. Aston 2008 and Cranfield 2009).
- II. Derived lists. These lists extrapolate journal rankings from the ratings awarded in assessment or audit activities such as the UK RAE (e.g. Easton and Easton, 2003; Geary, Marriot and Rowlinson, 2004; Mingers, Watson and Scaparra, 2009).



- III. Peer surveys. Assessments are made on the basis of the assessments of peers within a particular field or sub-field (e.g.; Jones, Bran and Pendlebury, 1996; Jarley, Chandler and Faulk, 1998; Van Fleet, McWilliams and Seigel, 2000; Peters, Daniels, Hodgkinson and Haslam, 2009).
- IV. Citation studies. In these lists, judgments are made on the basis of the number of times in which an average article in a journal is cited by the authors of articles in related journals (e.g.; Johnson and Podsakoff, 1994; Tahai and Meyer, 1999; Starbuck, 2002 and Institute of Scientific Information, 2004; Madhi, D'Este and Neely, 2009).
- V. Hybrid lists. These lists rank journals by a combination of two or more of the methods listed above (c.f. Wil-Harzing, 2008; Harvey-Morris, 2005).

#### 4. *Commonly Perceived Problems of Journal Quality Lists*

The most commonly perceived problems of compiling journal quality lists are:

- I. Wheat and chaff. One of the most commonly voiced criticisms of journal quality lists is that highly rated journals occasionally publish poor pieces of work and that high quality research sometimes finds its way into lesser ranked journals. There may be some truth in this, but neither situation is commonplace, and journals that consistently publish high quality research invariably rise up the quality rankings; equally, when editorial standards lapse, journals move downward in terms of both citation and quality rankings.
- II. Special issues. It has been suggested that the normal editorial standards of otherwise highly ranked journals may be reduced through the publication of special issues. Practice varies between journals, but all the evidence points to the higher rated journals (3 and 4 in the ABS Guide) maintaining editorial standards across all editions, including special issues.
- III. New journals. Lists tend to give the highest rankings to journals with an established readership and as a consequence tend to rank newer journals, whatever their aspirations or intrinsic quality, lower down the scale. This may be the case, but the process of new journals proving themselves is a necessary one that leads ultimately to quality improvements across the board. Reputation ultimately can only be established through the quality of the articles published.
- IV. Citation Impact Factors are sufficient to measure journal quality. Citation Impact Factors do provide a standardised measure of the extent to which the articles published in a journal are referenced elsewhere, but as a standalone proxy measure of relative journal quality or performance in research (Mahdi et al., 2008) citation impact factors are problematical, as demonstrated in Table 1 below.

**Table 1: Limitations of Citation Impact Factors as a Measure of Journal Quality**

Limitation	Explanation and Consequences
Incomplete coverage	Some 459 journals out of 821 in the 2010 ABS Guide have a citation impact factor for 2008 (the year for which the most recent data is available) and only 429 have a five year mean citation factor. However, journals without a citation impact factor are regularly cited and some are heavily cited. When, for example, established journals with high peer esteem first enter the scheme they tend to be listed straight away near top of the rankings for their respective field. Examples include the award of an impact factor of 1.537 to <i>Entrepreneurship Theory and Practice</i> on its first appearance in the citation listings in 2005, placing it on a par with titles such as the <i>Journal of Management</i> (1.535) and ahead of the <i>Harvard Business Review</i> (1.404). Even more emphatically, the <i>Journal of Economic Geography</i> came top of the geography list on its first appearance in 2004 with an impact factor of 3.139.
Non-recognition of differences in epistemological traditions	High citation impact factors result from the repeated inclusion of articles in <i>referential chains</i> . A referential chain is a list of references to a series of studies of a similar type that grows ever longer as more studies of that type are conducted. In the experimental sciences, for example, it is commonplace to report on experiments that are variants of earlier studies, and for these earlier studies to be

	included in a referential chain. It is for this reason that psychology journals typically have much higher citation impact factors than journals in other fields included in the ABS Guide. Other disciplines, however, proceed to generate new knowledge through very different practices and procedures. In business and economic history, for example, where most articles are founded on archival data, very few studies are conducted that lead naturally to referential chaining. Hence lengthy chains are rarely formed, and citation impact factors are typically much lower than in the medical, engineering and scientific fields. The long established and highly esteemed <i>Journal of Economic History</i> , for example, known for the originality, rigour and academic quality of its content, recorded a five year average citation impact factor of just 0.73 in 2008. It follows that citation impact factors should not be used to make comparisons between fields without the application of standardization for differences in centrality and dispersion (as detailed, for example, in Figure 1 below).
Herding	Herding is a consequence of symbolic association. It stems from the tendency of academics to associate their own research through citation to what are perceived to be the best journals and most influential authors. When referential chains are cross-referenced, referential networks are formed such that similar sets of highly cited journals regularly feature in lists of references. This, in effect, places journals already at the top at a big advantage to those seeking to rise through the citation ranks, reinforcing the perception that research published in more highly cited journals invariably is superior to work published in less heavily cited journals. Herding works to mask the fact that top quality research can from time to time be published in less heavily cited journals.
Content bias	Journals devoted to survey articles, literature reviews, methodology and conceptual development tend to be more heavily cited than journals dedicated to publishing the results of original research. Prominent examples in the ABS Guide include the <i>Annual Review of Psychology</i> , with a five year average impact factor of 16.26 in 2008, and the <i>Journal of Economic Literature</i> which in 2008 had an impact factor of 7.842. Journal rankings based purely on citation impact factors cannot distinguish between journals of different types with different academic objectives.
Game playing and differences in levels of maturity between fields	Some academic fields, like economics, have developed more mature and sophisticated academic practices than others. A higher proportion of journals in the field carry citation impact factors when compared to less mature fields like tourism and hospitality management. In mature fields, the rules of the citation game are well known, and there is a well established pecking order of journals, with numerous referential networks in existence. Citation impact factors are a better proxy for journal quality in mature rather than immature fields. In less mature fields, referential networks are far less dense; citation impact factors are fewer and of a lesser order, and consequently a less valuable guide to the reach and influence of journals in the field.

## 5. *Compilation and Quality Assessment Procedures*

The ABS Guide provides an expert assessment of the quality of the empirical and theoretical research articles typically published within the pages of an academic journal. The editors take the view that although high quality research may on occasion be published in lesser ranked journals and *vice versa*, these exceptions to the rule do not invalidate the overall assessment of the quality of research published in a journal. The ABS Guide is intended primarily to serve the needs of the UK business and management academic community. However, we know from feedback that the Guide has currency and is used extensively in many countries across the world.

The ABS Guide is essentially a consensus list and its authority rests upon general acceptance of the fair and balanced view of relative quality taken by the editors and advisory panel members. The ABS Guide is not comprehensive. It does not include all the journals in which business and management academics might be drawn to publish their research. Rather, the Guide seeks to include all core

journals, broadly defined, and for established journals evidenced by threshold level inclusion at the latest (2008) comprehensive UK research assessment exercise.

The rankings made in the ABS Guide are not fixed, but have been reviewed annually, and from 2010 onwards biennially in light of available evidence. The ABS Guide is informed by citation statistics but individual journal assessments are not dictated by them. It is observed that citation impact factors vary depending on the scholarly practices prevailing in different fields, the size and nature of the audience for the journal, the types of article published, and the size of the academic community within a field. This means that citation impact factors alone cannot be taken as indicative of the quality of the articles published in a journal. A more sensitive and multi-faceted approach to ranking is required.

Bearing in mind that the overall quality of a journal and the quality of an individual article published therein may vary, upwards or downwards, the journals included in the ABS Guide have been ranked as specified in the following table. This ranking scale is not the same as the RAE scale as it is used to rank journals and not to rate the quality of individual researchers or research outputs. It should be noted that no reference is made to 'national' and 'international' standards, which are seen by the editors as problematic and potentially misleading. In a world of easy communication, research of modest quality is regularly published in journals laying claim to be 'international', and such claims can frequently be supported through reference to the domicile of contributors, readers and members of editorial boards. In the ABS Guide, journals are ranked by the quality and impact of the research typically published without reference to any claims made relating to geographic reach or importance.

**Table 2: Specification of Journal Quality Standards**

Quality Rating	Meaning of Quality Rating	No. and (%)
4*	World Elite Journals. There are a small number of grade four journals that are recognized worldwide as exemplars of excellence within the business and management field broadly defined and including economics. Their high status is acknowledged by their inclusion as world leading in a number of well regarded international journal quality lists.	22 (2.7%)
4	All journals graded 4, whether included in the world elite or not, publish the most original and best executed research. As top journals in their field, these journals typically have high submission and low acceptance rates. Papers are heavily refereed. Top journals generally have the highest citation impact factors within their field.	72 (8.7%)
3	Three rated journals publish original and well executed research papers and are highly regarded. These journals typically have good submission rates and are very selective in what they publish. Papers are heavily refereed. Highly regarded journals generally have fair to good citation impact factors relative to others in their field, although at present not all journals in this category carry a citation impact factor.	230 (27.9%)
2	Journals in this category publish original research of an acceptable standard. A well regarded journal in its field, papers are fully refereed according to accepted standards and conventions. Well regarded journals have modest citation impact factors or do not have one at all.	295 (35.8%)
1	These journals, in general, publish research of a recognized standard. They are modest standard journals within their field. Papers are refereed relatively lightly according to accepted conventions. Few journals in this category carry a citation impact factor.	204 (24.8%)

In compiling version 4 of the ABS Guide (2010), using the quality classification system outlined above, version 3 of the ABS Guide (2009) served as the starting point. Extensive feedback on version 3 of the Guide was presented to a specially convened advisory panel meeting. The panel met on 5 November 2009 at Warwick Business School and made various general recommendations and many specific recommendations relating to individual titles. The recommendations were then considered by the editors in light of the most recent data including recently published listings and the most recent citation impact data. At this point the editors decided to formulate a more explicit set of principles that would guide decisions to include, exclude and grade journals in version 4 of the Guide. These were agreed as principles at the second meeting of the panel on 5 March 2010 at Manchester Metropolitan Business School. The principles are described below:

1. The ABS Guide 2010 edition includes all journals with 2 or more submissions in the UK Research Exercise 2008 plus a limited number of new journals with the prospect of emerging as a core journal, and in addition selected others with consistently high citation statistics.
2. The journals qualifying for inclusion in the ABS Guide 2010, as detailed in 1 above, were next divided into two sets: those carrying a citation impact factor and those that do not. Each of these sets of journals was then classified according to different procedures.
3. With few exceptions, journals not carrying a citation impact factor were graded at 2 or lower. The exceptions to this rule are journals with an established reputation and previously graded 3 in the Guide. The majority retained this grade in recognition that in particular sub-fields citation impact factors have not been seen as important to journal editors and contributing authors. Examples include the sub-fields of accounting, entrepreneurship and small business, hospitality and tourism; and marketing. (The editors will keep this matter under review as they believe in principle that all higher graded journals – 3 and 4 – should carry a citation impact factor.)
4. Agreed exceptions apart, journals not carrying a citation impact factor were next divided into ranks 1 and 2 on the basis of an individual assessment of (a) evidence relating to the academic standards prevailing at the journal; and (b) the originality and quality of the research articles typically published in the journal. The journals graded as in the 2 category provided convincing evidence of high editorial standards and a thorough refereeing process at the double-blind standard or higher. The journals graded 1 displayed lower standards and a less rigorous refereeing process. Many of the 2 graded journals have editors and members of editorial boards who are respected international authorities within their field.
5. For journals carrying a citation impact factor, the minimum grade awarded is 2.
6. All journals carrying a citation impact factor provisionally were classified as falling within ranks 2, 3 and 4 according to its standardised citation impact factor class. To eliminate known variation in citation practices across the sub-fields of Business and Management, the raw JCR data are measured in terms of field-specific standard deviations from the mean of each field's journal scores. It is computed as follows:
  - a. The field means and standard deviations for each JCR citation impact factor are determined.
  - b. The mean field factor is subtracted from each journal's score and this is divided by the standard deviation for that score for the field. For all journals the standard score measures the number of standard deviations it departs from the mean for the field.
  - c. The scores for all journals were then ranked and divided into quartiles of all journals with an impact factor.
7. The final grade for each journal included in the ABS Guide for 2010 was determined by the editors, under advice from the members of the editorial advisory panel, in two stages.

- a. In the first stage, the provisional classification was either confirmed or moved upwards or downwards based on an individual assessment of (a) evidence relating to the academic standards prevailing at the journal; and (b) the originality and quality of the research articles typically published in the journal. In making these qualitative judgements, editors and advisory panel members, in addition to their first-hand knowledge as subject experts, consulted a specially constructed data set, enabling them to compensate for biases relating to the types of article published within particular journals.
- b. In the second stage, the very highest ranking journals within the 4 category were identified through inclusion of a \*superscript. These journals are those ranked in the highest category in at least 7 of 10 business and management journal lists selected to produce an 'international' ranking scale. The 'world elite' rating for each journal counts the number of times a journal is the highest possible rating in each of the following journal quality listings:
  - Financial Times list (2009)
  - University of Queensland (2007)
  - Australian Business Deans Council (2008)
  - Monash University, Melbourne (2007)
  - ESSEC Business School Paris (2005)
  - Centre National de la Recherche Scientifique (2008)
  - Wirtschaftsuniversität Wien (2008)
  - Dutch Business Administration academics (1999)
  - University of Groningen School of Management (undated)
  - University of Texas Dallas (undated)

## 6. Contents of the ABS 2010 Guide

<b>Table 3: Proportion of Journals at each ABS grade</b>			
<b>Grade</b>	<b>ABS 2008</b>	<b>ABS 2009</b>	<b>ABS 2010</b>
<b>4</b>	<b>10.3</b>	<b>10.5</b>	<b>11.4</b>
<b>3</b>	<b>24.9</b>	<b>24.4</b>	<b>27.9</b>
<b>2</b>	<b>37.8</b>	<b>37.4</b>	<b>35.9</b>
<b>1</b>	<b>27.0</b>	<b>27.8</b>	<b>24.8</b>
<b>Total</b>	<b>1017</b>	<b>1033</b>	<b>825</b>

In this section we introduce the reader to the contents of each of the columns contained in the ABS 2010 guide. Following the ISSN and Journal Title columns are those listing the ABS quality ratings awarded to each journal in the previous 2009 edition and in the current 2010 edition. As Table 3 shows the 2010 edition has seen a large number of journals removed from the Guide because they failed to meet the criterion of having at least two submissions in the RAE 2008 BMS unit of assessment. A small number of other journals were also removed because of their marginality to

the core academic concerns of the BMS subject area. As would be expected the reduction of the number of journals to 823 has seen some changes to the proportions of journals represented in each of the four grades of quality, but these differences are not taken to be significant as they are a consequence of the removal of grade 1 journals not meeting the new criteria for inclusion.

<b>Table 4: The Definition of RAE Variables used in the ABS 2010 Guide</b>	
<b>Total cites</b>	The total number of citations to be found in RAE 2008 submissions to the Business and Management Studies, Accounting and Finance and Library and Information Studies submissions to RAE 2008.

GPA for outputs	The GPA score for outputs is a summary measure of the RAE 2008 assessment of the quality of an institution's published outputs. GPA is an addition of the weighted proportions of quality as assessed by the RAE BMS panel for 2008. The weights applied to the proportions of output in each quality category were: 4,3,2,1. The mean score for a journal is the mean GPA for outputs awarded to the institutions citing the journal in RAE 2008.
Overall GPA	The GPA score for outputs is a summary measure of the RAE assessment of the quality of an institution's research including scores for published outputs, research environment and esteem. GPA is an addition of the weighted proportions of quality as assessed by the RAE BMS panel for 2008. The weights applied to the proportions of output in each quality category were: 4,3,2,1. The mean score for a journal is the mean GPA for overall quality awarded to the institutions citing the journal in RAE 2008.

<b>Table 5: Mean scores on RAE 2008 data by ABS 2010</b>			
<b>Grade</b>	<b>Mean cites in BMS</b>	<b>Mean outputs GPA</b>	<b>Mean Overall GPA</b>
<b>4</b>	<b>24.5</b>	<b>3.5</b>	<b>3.8</b>
<b>3</b>	<b>19.9</b>	<b>2.9</b>	<b>3.2</b>
<b>2</b>	<b>8.7</b>	<b>2.5</b>	<b>2.7</b>
<b>1</b>	<b>5.2</b>	<b>2.2</b>	<b>2.3</b>
<b>Total</b>	<b>12.7</b>	<b>2.6</b>	<b>2.9</b>

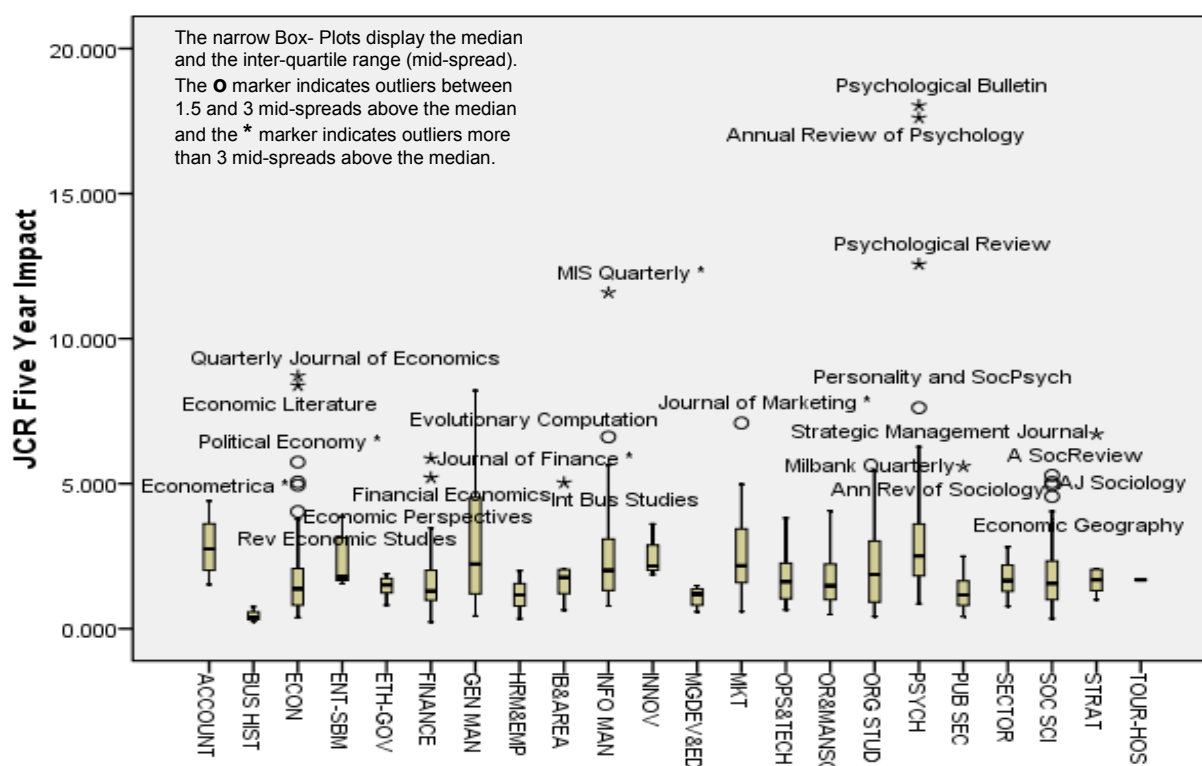
Table 5 displays an analysis of the variables taken from the submissions made to the BMS unit of assessment in RAE 2008. It shows first of all, that the most highly rated journals in the ABS 2010 Guide were those more likely to be cited by researchers included in the BMS RAE 2008. Journals rated 4 were nearly five times more likely to be cited than those journals rated 1. Table 5 also reports the mean GPA scores for each ranking. It is to be expected that publications in highly rated journals would be cited more frequently by institutions highly rated by the RAE panel. For all grade 4 journals the institutions citing them were awarded on average a GPA of 3.5, but grade 1 journals were cited by less

well regarded institutions awarded a mean GPA of 2.6. A similar pattern is seen in the mean scores for overall outcomes of the RAE including the environment and esteem ratings.

<b>Table 6: The Definition of JCR Citation Impact Variables used in the ABS 2010 Guide</b>	
Citation Impact Factor 2008	The citation impact factor of a journal is the number of current year citations to the source items published in that journal during the previous two years. As described in the text the quoted figures have been standardised by field, and are measured in terms of standard deviations from the mean for the field.
Five Year Mean Citation Impact Factor	The JCR reports 2009 include the five year mean impact factor using data for the years 2004-8. As described in the text the quoted figures have been standardised by field, and are measured in terms of standard deviations from the mean for the field.

The ISI/Thompson 2008 Journal Citation Reports provide report on 460 of the journals included in this version of the guide. Version 4 of the ABS Guide incorporates a two citation impact factor quartile rankings based on the. The two factors reported in the new version 4 of the Guide are: the five year mean citation impact score; and the citation impact factor score for 2008. These are defined in Table 6.

**Figure 1: Box plots of the JCR Five Year Mean Citation Impact by Field.**



Rather than use the raw scores found in the journal citation reports, the JCR data was standardised by subject area and then these scores divided into quartiles. The latest (2008) citation impact figure are thus expressed as a quartile ranking of journal impact factors standardized by subject-area. Those journals with a score of four are in a class of the top twenty five percent of journals for the citation impact factor reported.

Table 7 Standardised Impact Factors by ABS 2010 Grade		
Grade	Impact 2008	Five Year Mean
4	1.1	1.2
3	-0.6	-1.0

fields.

While, at present, citation impact factors are not available for all business and management journals, Table 7 shows that those journals with the highest ABS 2009 ranking invariably have the highest citation impact factors: ABS grade 4 journals are typically just over one standard deviation above the mean impact factor for their field whereas those in the 3 category are between half and nearly one standard deviation below the mean of their

One way of assessing the validity of the ABS scheme is to assess its consistency or reliability in relation to other quality indicators. First, we can examine the schemes produced by other academic British academic institutions. Table 8 displays the percentage of journals classified at each grade for the ABS 2009 Guide and those for other quality indicators.

<sup>1</sup> The field codes used are those listed in the RAE 2008 statement of criteria and working methods, with the addition of ethics and governance, sector studies, and tourism and hospitality. The Law sub-field has with withdrawn from the list and the law journals that meet the guide's classification criteria have now been re-allocated to other sub-fields.

<b>Table 8 Pearson 'r' for the ABS and Other Schemes</b>						
	<b>Kent 2007</b>	<b>Aston 2008</b>	<b>World Elite Count</b>	<b>RAE 2008 Outputs GPA</b>	<b>Impact Factor 2008</b>	<b>Five Year Mean Impact</b>
<b>ABS 2009</b>	<b>.70</b>	<b>.70</b>	<b>.49</b>	<b>.47</b>	<b>.47</b>	<b>.47</b>
<b>ABS 2010</b>	<b>.71</b>	<b>.71</b>	<b>.53</b>	<b>.55</b>	<b>.58</b>	<b>.59</b>

Table 8 confirms that the ABS Guide has a highly consistent pattern of correlation other ranking schemes, RAE 2008 outcomes and citation impact factors. The comparison of 2009 and 2010 journal ranks shows a stronger link between impact factors and journal quality ratings. The validity of the ABS quality guide is also confirmed by a regression analysis where the mean ABS 2010 grade of an institution's journals submitted in RAE 2008 were used to predict RAE 2008 GPA scores (Kelly, Harvey and Morris, 2009).

<b>Table 9 Key to Subject Fields in ABS Journal Quality Guide Tables</b>	
<b>Subject Code</b>	<b>Subjects Covered</b>
ACCOUNT	Accounting. This field includes auditing and taxation journals (See also Finance).
BUS HIST	Business History. This field includes related specialist journals focusing on management, firms, industries and employees.
ECON	Economics. This is a very broad field with many sub-specialisms. The focus in the selection of journals has been on general economics journals and those that publish articles dealing with business, management and industrial economics and related fields.
ENT-SMBUS	Entrepreneurship and Small Business.
ETH-GOV	Ethics and Governance.
FINANCE	Finance. All general and specialist finance journals including insurance and actuarial journals.
GEN MAN	General Management. This is a broad field containing many of the "heartland" journals of business and management studies, which have a broad coverage and inter-disciplinary content.
HRM&EMP	Human Resource Management and Employment Studies. This field includes journals dealing with personnel, human resource management, employee and industrial relations as well as those that apply sociological perspectives to work and employment.
IB&AREA	International Business and Area Studies. This field brings together international business and interdisciplinary area studies.
INNOV	Innovation and technology change management.
INFO MAN	Information Management. Studies of information systems and information technology and information processes.
MGT&ED	Management and Education. This includes career, employee and management development as well as publications focusing on education, skills and training.
MKT	Marketing. The field covers advertising and marketing and related specialisms such as communications and public relations.
ORG STUD	Organization Studies.



PSYCH	Psychology. This is a small sub-set of the psychology journals that attract contributions from business and management academics.
OR&MANSCI	Operations Research and Management Science. This field includes the application of mathematical analysis, operations research,
OPS&TECH	Operations and Technology Management.
PUB SEC	Public sector policy, management and administration
SECTOR	Sector Studies. This covers health, education, arts, not-for-profit, engineering and other fields of management practice. It extends beyond issues of services management to include specialisms in manufacturing and primary industries.
SOCIAL SCIENCES	Social Sciences. These in the main are sociological, geographical, economic historical, cultural and political journals that are attractive publication outlets for business and management academics.
STRAT	Business Strategy.
TOUR-HOSP	Tourism and Hospitality Management.

## **7. *Why does it all matter?***

Over the past two decades, academic journal publishing has risen from relative obscurity to become a global industry dominated by big international publishing houses. In business and management alone, the major publishers already have tens of academic journals in their “stables”. Academics from many parts of the world have been willing collaborators in this explosion in academic journal publishing. On the demand side, there is a genuine desire for more specialist content to support academic developments in teaching and research. On the supply side, academic careers are increasingly tied to success in publishing, meaning that more and more papers are being turned out in search of a legitimate vehicle for dissemination. English has become the international academic language, and the growth in both demand and supply seems set fair to continue as more academics around the world are drawn into the game.

The fates of individual academics and publishers are intimately bound together. As the number of journal titles has multiplied, the search for distinction and high status by way of citation impact factors and quality rankings has intensified. Authors wish to publish in the “best” journals, such as those in the 4 and 3 grades in the ABS Guide, as publication in these journals confers greater status (and ultimately career) rewards than publication in journals lower down the pecking order. The academic journals market is both hotly contested and highly stratified. The fact is that there are many hundreds of business and management journals in the 2 and 1 grades of the ABS Guide. It follows that for publishers status and reputation are keenly sought after. The more high ranking journals in an “academic stable”, the greater the ultimate financial rewards are likely to be. Certainly, there are other factors bearing upon profitability, but, *ceteris paribus*, it is much better in the long run for publishers to be associated with journals that confer high status upon their contributors. In the competitive struggle, it pays to attract academic editors, members of editorial boards, and contributors of high academic distinction. The fate of the majority of journals may be to languish in the reputational foothills, but a minority, blessed with strong credentials, clever strategies and broad market appeal, will rise quickly through the ranks to become high status, high reputation publications.

## ***Conclusion***

The ABS Academic Journal Quality Guide is intended to benefit the ABS membership and the academics who work in member schools. In order to make informed decisions, whether at the level of the business school or at the level of the individual academic, a fair and reasonable guide to the quality of academic journals is an indispensable tool for research strategy making. The data analysis presented in this introduction gives support to those who trust the ABS Guide in making often

otherwise extremely difficult judgements about research quality across a disparate set of sub-fields within the business school community. The ABS Guide, in recognizing the both peer evaluation and citation impact factors as pertinent to any assessment of journal quality, meets the specific needs of those making such decisions.

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**Appendix 1: Data on Sub-Fields of Business and Management Studies**

Field	Number and Percentage of Journals	Distribution of Journals across grades				Means and Standard Deviations			
	N	4	3	2	1	ABS 2009	ABS 2010	Impact Factor	Five Year
ACCOUNT	35	5	14	9	7	2.3	2.5	1.5	2.8
	4%	14%	40%	26%	20%	1.2	1.0	0.8	1.1
BUS HIST	14	1	3	7	3	1.6	2.1	0.4	0.5
	2%	7%	21%	50%	21%	1.3	0.9	0.3	0.3
ECON	134	17	48	49	20	2.4	2.5	1.1	1.7
	16%	13%	36%	37%	15%	1.0	0.9	0.9	1.4
ENT-SBM	17	2	5	4	6	1.9	2.2	1.5	2.3
	2%	12%	29%	24%	35%	1.2	1.1	0.4	1.0
ETH-GOV	16	0	4	3	9	1.4	1.7	1.0	1.4
	2%	0%	25%	19%	56%	1.2	0.9	0.1	0.4
FINANCE	62	4	23	24	11	2.3	2.3	1.2	1.7
	8%	7%	37%	39%	18%	1.0	0.8	0.9	1.4
GEN MAN	31	7	5	8	11	2.1	2.3	2.2	3.2
	4%	23%	16%	26%	36%	1.4	1.2	1.8	2.6
HRM&EMP	35	4	10	14	7	2.1	2.3	0.8	1.2
	4%	11%	29%	40%	20%	1.1	0.9	0.4	0.5
IB&AREA	24	1	4	8	11	1.8	1.8	1.5	2.1
	3%	4%	17%	33%	46%	0.8	0.9	0.8	1.5
INFO MAN	53	2	18	19	14	2.0	2.2	1.8	2.6
	7%	4%	34%	36%	26%	1.1	0.9	1.0	2.0
INNOV	10	1	2	3	4	1.8	2.0	2.2	2.5
	1%	10%	20%	30%	40%	1.1	1.1	0.4	0.9
MGT&ED	29	0	4	13	12	1.6	1.7	1.0	1.1
	4%	0%	14%	45%	41%	0.8	0.7	0.8	0.4
MKT	54	5	12	16	21	2.0	2.0	1.5	2.5
	7%	9%	22%	30%	39%	1.1	1.0	1.0	1.6
OPS&TECH	40	1	10	17	12	1.8	2.0	1.2	1.7
	5%	3%	25%	43%	30%	1.0	0.8	0.6	0.8
OR&MANSCI	35	4	12	14	5	2.1	2.4	1.2	1.7
	4%	11%	34%	40%	14%	1.3	0.9	0.7	1.0
ORG STUD	28	4	5	10	9	2.0	2.1	1.4	2.1
	3%	14%	18%	36%	32%	1.3	1.0	0.9	1.5
PSYCH	38	16	11	9	2	2.6	3.1	3.0	4.0
	5%	42%	29%	24%	5%	1.5	0.9	3.5	4.2
PUB SEC	33	3	8	12	10	2.0	2.1	1.0	1.5
	4%	9%	24%	36%	30%	1.1	1.0	0.7	1.2
SECTOR	37	1	7	17	12	1.4	1.9	1.3	1.7
	5%	3%	19%	46%	32%	1.2	0.8	0.4	0.6
SOC SCI	60	12	20	24	4	2.6	2.7	1.3	1.9
	7%	20%	33%	40%	7%	1.1	0.9	0.8	1.3
STRAT	12	1	4	4	3	2.3	2.3	1.7	2.4
	2%	8%	33%	33%	25%	1.2	1.0	0.9	2.1
TOUR-HOSP	24	2	1	11	10	1.7	1.8	1.2	1.7
	3%	8%	4%	46%	42%	1.0	0.9	0.1	0.0
Total	821	93	230	295	203	2.1	2.3	1.4	2.1
	100	11%	28%	36%	25%	1.2	1.0	1.4	1.9

## ***Appendix 2: Providing feedback to the editors and the advisory panel.***

The Association recognizes that journal quality ranking exercise is not a precise science but a process by which judgements are made on the basis of those sources of evidence that are readily available to the editors. The Association of Business Schools therefore invites feedback on version 4 of the ABS Academic Journal Quality Guide from relevant discipline based professional and representative associations, and individual researchers. It is ABS policy that the journal quality guide should be subject to regular review in order to reflect developments in the field. In particular, the Association invites feedback with respect to the following:

- I. Journals that might usefully be included in or excluded from the Guide;
- II. Improvements and ways of adding value to the Guide;
- III. Classification of the journal's field and grade;
- IV. Comments on the methodology of journal quality assessment.

For the previous versions of the Guide, the quality of feedback received has varied enormously. Given the high volume of feedback received by the editors, those providing feedback are strongly advised to take note of, and act in accordance with, the following:

1. Feedback submitted after 1st April 2010 will be taken into account when editors and advisory panel meet in November 2011 to consider changes to the guide to be made for Version 5 (2012).
2. The editors will not consider feedback submitted directly from journal publishers. Publishers should provide editors and associated academic groups with the information relevant to assessment of a journal's quality as defined by the editors in the introduction to the guide.
3. Feedback from groups of academics representing a specialist field carries greater weight than that from individual academics. Feedback will be welcomed from discipline-based professional and representative associations. Individual academics are encouraged to make their opinions felt through the relevant associations.
4. Those providing feedback should read the criteria of journal quality assessment listed in the introduction to the guide. For example, those proposing that a journal be upgraded to a '3' should be aware that this proposal is unlikely to be accepted if the journal does not have an ISI/Thompson impact factor. Journals currently graded '3' that have still failed to secure an impact factor will, in accordance with editorial policy, automatically be considered for downgrading to '2' when Version 5 of the guide is in preparation.
5. Effective feedback will be in the form of evidence and arguments closely linked to the criteria listed in the introduction to the guide.

Please read the introduction to the guide before making any feedback especially those section related to the role of RAE 2008 submissions data and the use made of JCR citation impact factors.

All feedback should be sent by email to Julie Davies, Head of Research and Executive Development at the ABS: [JDavies@the-abs.org.uk](mailto:JDavies@the-abs.org.uk)

ISSN	Journal Title	Ratings		RAE 2008		World 'Elite' Count	JCR data standardised by field			
		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
	<b>ACCOUNTANCY</b>									
	<b>Grade Four</b>									
0021-8456	Journal of Accounting Research *	4	4	9	3.1	9	1.1	1.0	4	4
0165-4101	Journal of Accounting and Economics *	4	4	5	2.8	8	1.7	1.4	4	4
0001-4826	Accounting Review *	4	4	3	2.8	7	0.5	0.8	4	4
0361-3682	Accounting, Organizations and Society *	4	4	90	2.7	7	0.4	0.3	3	3
1380-6653	Review of Accounting Studies	4	4	9	2.8	2	0.0	0.2	3	3
	<b>Grade Three</b>									
0823-9150	Contemporary Accounting Research	3	3	7	2.7	2	-0.6	-0.4	2	2
0001-3072	Abacus	3	3	35	2.6	1	-1.1	-1.4	1	1
0001-4788	Accounting and Business Research	3	3	74	2.7	1				
0155-9982	Accounting Forum	3	3	24	2.4	1				
0737-4607	Journal of Accounting Literature	3	3	1	3.1	1				
0963-8180	European Accounting Review	3	3	26	2.6	0	-1.1	-1.4	1	1
1045-2354	Critical Perspectives on Accounting	3	3	117	2.5	0				
0951-3574	Accounting, Auditing and Accountability Journal	3	3	97	2.6	0				
0890-8389	British Accounting Review	3	3	62	2.5	0				
1044-5005	Management Accounting Research	3	3	41	2.6	0				
0267-4424	Financial Accountability and Management	3	3	31	2.6	0				
0278-4254	Journal of Accounting and Public Policy	3	3	18	2.7	0				
0020-7063	International Journal of Accounting	3	3	9	2.4	0				
0888-7993	Accounting Horizons	3	3	5	2.7	0				
0148-558X	Journal of Accounting, Auditing and Finance	3	3	3	3.0	0				
1050-4753	Behavioral Research in Accounting	3	3	1	2.8	0				
	<b>Grade Two</b>									
0278-0380	Auditing: A Journal of Practice and Theory	2	2	2	2.6	0	-0.9	-0.4	1	2
1090-6738	International Journal of Auditing	2	2	12	2.6	0				
0967-5426	Journal of Applied Accounting Research	2	2	9	2.4	0				
0007-1870	British Tax Review	2	2	5	2.2	0				
0897-3660	Advances in International Accounting	2	2	4	2.4	0				
1049-2127	Journal of Management Accounting Research (AAA)	2	2	3	2.7	0				
1061-9518	Journal of International Accounting, Auditing and Taxation	2	2	7	2.7	0				
0810-5391	Accounting and Finance	2	2	4	2.4	0				
1542-6297	Journal of International Accounting Research	2	2	2	2.3	0				
	<b>Grade One</b>									
0268-6902	Managerial Auditing Journal	1	1	15	2.1	0				
1744-9480	Accounting in Europe	1	1	4	2.5	0				
1832-5912	Journal of Accounting and Organizational Change	1	1	3	2.4	0				
1467-0895	International Journal of Accounting Information Systems	1	1	2	2.5	0				
1740-8008	International Journal of Accounting Auditing and Performance Evaluation (IJAAPE)	1	0	3	1.8	0				

ISSN	Journal Title	Ratings		RAE 2008		World 'Elite' Count	JCR data standardised by field			
		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
	<b>BUSINESS HISTORY</b>									
	<b>Grade Four</b>									
0007-6791	Business History	4	4	39	2.5	0	-0.5	-0.1	2	3
	<b>Grade Three</b>									
0023-656X	Labor History	3	2	2	2.5	0	1.7	1.5	4	4
1467-2227	Enterprise and Society	3	3	10	2.5	0	-0.1	-0.9	3	1
0007-6805	Business History Review	3	3	5	2.6	0	-0.5	0.4	2	3
	<b>Grade Two</b>									
0958-5206	Accounting, Business and Financial History	2	2	25	2.5	1				
0148-4184	Accounting Historians Journal	2	2	11	2.6	1				
0967-2567	European Journal of the History of Economic Thought	2	0	3	2.7	0	-0.6	-0.9	2	1
0968-5650	Financial History Review	2	2	5	2.5	0				
1032-3732	Accounting History	2	2	10	2.6	0				
0022-5266	Journal of Transport History	2	2	2	2.6	0				
	<b>Grade One</b>									
1362-1572	Historical Studies in Industrial Relations	1	0	7	2.5	0				
1744-9359	Management and Organizational History	1	1	5	2.5	0				
1361-4916	European Review of Economic History	1	0	4	2.5	0				
1355-252X	Journal of Management History	1	0	1	2.7	0				

ISSN	Journal Title	Ratings		RAE 2008		World 'Elite' Count	JCR data standardised by field			
		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
	<b>ECONOMICS</b>									
	<b>Grade Four</b>									
0012-9682	Econometrica *	4	4	5	2.9	7	3.0	2.3	4	4
0022-3808	Journal of Political Economy *	4	4	3	2.8	7	2.8	2.8	4	4
0002-8282	American Economic Review *	4	4	17	2.9	7	1.2	1.5	4	4
0033-5533	Quarterly Journal of Economics	4	4	6	2.9	6	4.2	4.9	4	4
0034-6527	Review of Economic Studies	4	4	16	2.9	6	1.6	1.6	4	4
0022-0515	Journal of Economic Literature	4	4	4	2.8	5	4.0	4.7	4	4
0304-4076	Journal of Econometrics	4	4	27	2.9	5	0.7	0.7	4	4
0304-3932	Journal of Monetary Economics	4	4	7	2.8	5	0.3	0.7	3	4
0022-0531	Journal of Economic Theory	4	4	11	2.9	5	0.1	-0.1	3	3
0034-6535	Review of Economics and Statistics	4	4	8	2.8	4	1.2	1.4	4	4
0020-6598	International Economic Review	4	4	4	2.7	4	0.0	-0.1	3	3
0895-3309	Journal of Economic Perspectives	4	4	3	3.0	3	3.0	2.4	4	4
0013-0133	Economic Journal	4	4	39	2.6	3	0.7	0.8	4	4
0095-0696	Journal of Environmental Economics and Management	4	4	8	2.5	3	0.6	0.6	4	4
0899-8256	Games and Economic Behavior	4	4	7	2.9	3	0.2	0.0	3	3
0895-5646	Journal of Risk and Uncertainty	4	4	7	2.6	1	-0.1	0.3	3	3
1542-4766	Journal of the European Economic Association	4	3	8	2.8	0	0.2	-1.1	3	1
	<b>Grade Three</b>									
0741-6261	RAND Journal of Economics	3	3	5	2.9	5	0.2	0.4	3	4
0734-306X	Journal of Labor Economics	3	3	2	2.4	3	1.2	0.7	4	4
8756-6222	Journal of Law, Economics and Organization	3	3	2	2.7	3	0.6	0.2	4	3
0022-1996	Journal of International Economics	3	3	13	2.8	3	0.6	0.8	4	4
0094-1190	Journal of Urban Economics	3	3	1	2.8	3	0.3	0.1	3	3
0304-3878	Journal of Development Economics	3	3	8	2.6	3	0.2	0.1	3	3
0014-2921	European Economic Review	3	3	20	2.7	3	-0.1	0.1	3	3
0167-6296	Journal of Health Economics	3	3	9	2.8	2	1.1	1.3	4	4
0735-0015	Journal of Business and Economic Statistics	3	4	8	2.7	2	0.8	0.3	4	3
0022-166X	Journal of Human Resources	3	3	1	2.5	2	0.2	0.4	3	3
0047-2727	Journal of Public Economics	3	3	11	2.7	2	0.1	0.3	3	3
0022-1821	Journal of Industrial Economics	3	3	5	2.8	2	0.0	0.1	3	3
0002-9092	American Journal of Agricultural Economics	3	3	3	2.3	2	-0.2	-0.1	3	3
0938-2259	Economic Theory	3	3	14	2.7	2	-0.4	-0.6	2	2
0266-4666	Econometric Theory	3	3	7	2.7	2	-0.4	-0.2	2	3
0921-8009	Ecological Economics	3	3	13	2.5	1	0.8	0.5	4	4
0258-6770	World Bank Economic Review	3	3	2	2.6	1	0.7	0.4	4	3
0007-2303	Brookings Papers on Economic Activity	3	3	0		1	0.3	1.3	3	4
0883-7252	Journal of Applied Econometrics	3	3	13	2.7	1	0.1	0.2	3	3
0167-7187	International Journal of Industrial Organization	3	4	15	2.7	1	-0.1	0.0	3	3
0147-5967	Journal of Comparative Economics	3	3	11	2.5	1	-0.3	0.0	2	3
0927-5371	Labour Economics	3	3	10	2.6	1	-0.3	-0.3	2	2
0165-1889	Journal of Economic Dynamics and Control	3	3	22	2.7	1	-0.3	-0.3	2	2
0013-0079	Economic Development and Cultural Change	3	3	1	2.4	1	-0.3	-0.3	2	2
0048-5829	Public Choice	3	3	8	2.6	1	-0.5	-0.5	2	2
0304-4068	Journal of Mathematical Economics	3	3	7	2.7	1	-0.8	-0.8	1	1
0266-4658	Economic Policy	3	3	3	3.0	0	1.2	0.8	4	4
0021-857X	Journal of Agricultural Economics	3	2	10	2.4	0	0.1	-0.3	3	2
0167-2681	Journal of Economic Behavior and Organization	3	3	15	2.6	0	0.0	0.0	3	3
0023-7639	Land Economics	3	3	4	2.1	0	-0.1	0.0	3	3
1094-2025	Review of Economic Dynamics	3	3	2	3.0	0	-0.2	-0.3	3	2
0023-5962	Kyklos	3	3	6	2.3	0	-0.4	-0.5	2	2
0034-6586	Review of Income and Wealth	3	3	1	2.6	0	-0.4	-0.6	2	2
0309-166X	Cambridge Journal of Economics	3	3	53	2.6	0	-0.4	-0.5	2	2
0030-7653	Oxford Economics Papers	3	3	18	2.6	0	-0.4	-0.1	2	3
0095-2583	Economic Inquiry	3	3	13	2.5	0	-0.4	-0.4	2	2
1368-4221	Econometrics Journal	3	3	5	2.7	0	-0.4	-1.1	2	1
0933-1433	Journal of Population Economics	3	3	6	2.5	0	-0.5	-0.4	2	2
0013-0427	Economica	3	3	22	2.6	0	-0.5	-0.4	2	2
0347-0520	Scandinavian Journal of Economics	3	3	4	2.5	0	-0.5	-0.1	2	3
0305-9049	Oxford Bulletin of Economics and Statistics	3	3	18	2.7	0	-0.5	-0.1	2	3
0038-4038	Southern Economic Journal	3	3	9	2.5	0	-0.5	-0.7	2	1



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		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
0008-4085	Canadian Journal of Economics	3	3	5	2.7	0	-0.7	-0.5	2	2
1020-7635	IMF: Staff Papers	3	3	0		0	-0.7	-0.4	1	2
0165-1765	Economics Letters	3	3	62	2.6	0	-0.7	-0.7	1	1
1463-6786	Manchester School	3	2	28	2.6	0	-1.0	-0.8	1	1
1357-1516	International Journal of the Economics of Business	3	3	8	2.6	0				
0965-7576	Review of International Economics	3	3	7	2.5	0				
	<b>Grade Two</b>									
1057-9230	Health Economics	2	2	6	2.7	1	0.9	0.7	4	4
0747-4938	Econometric Reviews	2	2	1	2.6	1	0.1	-1.1	3	1
1080-8620	Real Estate Economics	2	2	6	2.4	1	-0.4	-0.3	2	2
0176-1714	Social Choice and Welfare	2	3	4	2.7	1	-0.6	-0.7	2	1
0144-8188	International Review of Law and Economics	2	2	4	2.5	1	-0.8	-0.8	1	1
0018-2702	History of Political Economy	2	2	6	2.6	1	-1.1	-1.1	1	1
1386-4157	Experimental Economics	2	2	1	2.8	0	2.3	1.1	4	4
0140-9883	Energy Economics	2	2	5	2.2	0	1.2	0.7	4	4
0378-5920	World Economy	2	2	26	2.5	0	0.2	-0.3	3	2
0936-9937	Journal of Evolutionary Economics	2	2	12	2.6	0	0.1	-0.2	3	3
0928-7655	Resource and Energy Economics	2	2	1	2.0	0	-0.1	0.3	3	3
0924-6460	Environmental and Resource Economics	2	2	4	2.2	0	-0.1	-0.1	3	3
0165-1587	European Review of Agricultural Economics	2	2	3	2.4	0	-0.1	0.0	3	3
0272-7757	Economics of Education Review	2	2	6	2.6	0	-0.4	-0.4	2	2
0013-0249	Economic Record	2	2	1	2.5	0	-0.4	-0.5	2	2
0950-0804	Journal of Economic Surveys	2	2	2	2.3	0	-0.5	0.1	2	3
1364-985X	Australian Journal of Agricultural and Resource Economics	2	2	1	2.5	0	-0.5	-0.2	2	3
1610-2878	Review of World Economics	2	2	1	2.8	0	-0.5	-0.6	2	2
1081-1826	Studies in Nonlinear Dynamics and Econometrics	2	2	3	2.5	0	-0.5	-0.5	2	2
0257-3032	World Bank Research Observer	2	2	1	2.8	0	-0.5	0.4	2	3
0266-903X	Oxford Review of Economic Policy	2	2	5	2.5	0	-0.6	-0.1	2	3
0922-680X	Journal of Regulatory Economics	2	2	7	2.6	0	-0.6	-0.5	2	2
0164-0704	Journal of Macroeconomics	2	2	8	2.6	0	-0.6	-0.7	2	1
0160-3477	Journal of Post Keynesian Economics	2	2	9	2.5	0	-0.7	-0.9	1	1
1365-1005	Macroeconomic Dynamics	2	2	6	2.4	0	-0.7	-0.6	1	1
0169-5150	Agricultural Economics	2	2	3	2.5	0	-0.7	-0.5	1	2
1074-3529	Contemporary Economic Policy	2	2	2	2.4	0	-0.8	-0.6	1	1
0036-9292	Scottish Journal of Political Economy	2	2	24	2.4	0	-0.8	-0.7	1	1
0003-6846	Applied Economics	2	2	56	2.4	0	-0.8	-0.6	1	2
0377-7332	Empirical Economics	2	2	4	2.4	0	-0.8	-1.1	1	1
1024-2694	Defence and Peace Economics	2	2	7	2.3	0	-0.9	-0.7	1	1
0889-938X	Review of Industrial Organization	2	2	3	2.8	0	-0.9	-0.6	1	2
0264-9993	Economic Modelling	2	2	8	2.5	0	-0.9	-0.7	1	1
0143-5671	Fiscal Studies	2	2	13	2.6	0	-0.9	-0.6	1	1
0963-8024	Journal of African Economies	2	2	0		0	-0.9	-0.8	1	1
0932-4569	Journal of Institutional and Theoretical Economics	2	2	4	2.9	0	-0.9	-0.8	1	1
0143-6570	Managerial and Decision Economics	2	2	19	2.5	0				
0269-2171	International Review of Applied Economics	2	2	12	2.4	0				
0176-2680	European Journal of Political Economy	2	2	11	2.6	0				
1370-4788	Annals of Public and Cooperative Economics	2	2	8	2.3	0				
0144-3585	Journal of Economic Studies	2	2	6	2.4	0				
0307-3378	Bulletin of Economic Research	2	2	6	2.5	0				
1043-8599	Economics of Innovation and New Technology	2	2	6	2.5	0				
1062-9769	Quarterly Review of Economics and Finance	2	2	7	2.5	0				
0027-9501	National Institute Economic Review	2	2	5	2.7	0				
1350-178X	Journal of Economic Methodology	2	2	5	2.6	0				
0277-5921	Contributions to Political Economy	2	0	4	2.5	0				
0022-037X	Journal of Developing Areas	2	2	2	2.7	0				
1097-3923	Journal of Public Economic Theory	2	3	2	2.5	0				
1363-7029	Economic Issues	2	2	3	2.5	0				
	<b>Grade One</b>									
0266-2671	Economics and Philosophy	1	1	1	2.5	1	-0.5	-0.7	2	1
0967-0750	Economics of Transition, The	1	1	9	2.5	1	-0.6	-0.3	2	2
0167-6245	Information Economics and Policy	1	1	2	2.6	0	-0.3	-0.5	3	2
0021-3624	Journal of Economic Issues	1	1	10	2.4	0	-0.6	-0.8	2	1
1051-1377	Journal of Housing Economics	1	1	2	2.5	0	-0.7	-0.4	1	2

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		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
0038-2280	South African Journal of Economics	1	1	2	2.3	0	-0.9	-0.8	1	1
0923-7992	Open Economies Review	1	1	4	2.0	0	-0.9	-0.8	1	1
1463-1377	Post-Communist Economies	1	1	3	1.9	0	-1.0	-0.9	1	1
1350-4851	Applied Economics Letters	1	1	19	2.4	0	-1.0	-0.9	1	1
0020-5346	Intereconomics	1	0	7	2.2	0				
0954-1748	Journal of International Development	1	1	7	2.3	0				
0013-0451	Economics of Planning	1	1	6	2.0	0				
0260-1079	Journal of Interdisciplinary Economics	1	1	6	2.4	0				
0953-8259	Review of Political Economy	1	1	6	2.5	0				
0148-6195	Journal of Economics and Business	1	1	6	2.2	0				
0888-7233	Comparative Economic Studies	1	0	5	2.5	0				
1058-3300	Review of Financial Economics	1	1	5	2.2	0				
0026-1386	Metroeconomica	1	0	5	2.6	0				
0954-349X	Structural Change and Economic Dynamics	1	0	4	2.6	0				
1086-7376	Studies in Economics and Finance	1	1	4	2.4	0				
0306-8293	International Journal of Social Economics	1	1	2	2.0	0				
0939-3625	Economic Systems	1	1	3	2.5	0				

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		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
	<b>ENTREPRENEURSHIP AND SMALL BUSINESS MANAGEMENT</b>									
	<b>Grade Four</b>									
0883-9026	Journal of Business Venturing	4	4	32	2.6	4	1.6	1.6	4	4
1042-2587	Entrepreneurship, Theory and Practice	4	4	28	2.6	4	-0.1	0.9	3	4
	<b>Grade Three</b>									
0266-2426	International Small Business Journal	3	3	52	2.3	0	0.4	-0.7	3	1
0898-5626	Entrepreneurship and Regional Development	3	3	25	2.4	0	-0.1	-0.5	3	2
0921-898X	Small Business Economics	3	3	41	2.6	0	-0.3	-0.6	2	2
0047-2778	Journal of Small Business Management	3	3	9	2.4	0	-1.5	-0.8	1	1
1932-4391	Strategic Entrepreneurship Journal	3	0	0		0				
	<b>Grade Two</b>									
1462-6004	Journal of Small Business and Enterprise Development	2	2	33	2.0	1				
1355-2554	International Journal of Entrepreneurial Behavior and Research	2	2	27	2.1	0				
1369-1066	Venture Capital: An International Journal of Entrepreneurial Finance	2	2	8	2.6	0				
1465-7503	International Journal of Entrepreneurship and Innovation	2	2	6	1.9	0				
0894-4865	Family Business Review	2	2	0		0				
	<b>Grade One</b>									
1570-7385	Journal of International Entrepreneurship	1	1	6	2.3	0				
1756-0573	World Review of Entrepreneurship, Management and Sustainable Development	1	1	5	1.8	0				
0218-4958	Journal of Enterprising Culture	1	1	3	1.9	0				
1554-7191	International Entrepreneurship and Management Journal	1	1	3	2.4	0				
0971-3557	Journal of Entrepreneurship	1	1	2	2.1	0				
1750-8614	Social Enterprise	1	0	1	1.5	0				

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	<b>BUSINESS ETHICS AND GOVERNANCE</b>									
	<b>Grade Three</b>									
0167-4544	Journal of Business Ethics	3	3	83	2.4	1	0.2	0.2	3	3
0952-1895	Governance: An International Journal of Policy, Administration and Institutions	3	3	3	2.8	0	1.0	0.7	4	4
0964-8410	Corporate Governance: An International Review	3	3	49	2.5	0	0.7	1.1	4	4
1052-150X	Business Ethics Quarterly	3	3	2	2.7	0	-0.2	-0.5	3	2
	<b>Grade Two</b>									
0962-8770	Business Ethics: A European Review	2	2	34	2.2	1				
0263-323X	Journal of Law and Society	2	2	6	2.1	0	-1.6	-1.5	1	1
0021-9460	Journal of Business Law	2	2	7	2.5	0				
	<b>Grade One</b>									
1363-3589	Corporate Reputation Review	1	1	5	2.3	0				
1472-0701	Corporate Governance: The International Journal of Business in Society	1	1	6	2.2	0				
1741-802X	International Journal of Business Governance and Ethics	1	0	5	1.9	0				
1572-8439	Ethics and Information Technology	1	0	7	2.6	0				
1435-6104	Economics of Governance	1	0	3	2.5	0				
1727-9232	Corporate Ownership and Control	1	0	3	2.4	0				
1385-3457	Journal of Management and Governance	1	1	3	2.5	0				
1535-3958	Corporate Social Responsibility and Environmental Management	1	1	2	2.4	0				
0277-2027	Business and Professional Ethics	1	1	0		0				

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	<b>FINANCE</b>									
	<b>Grade Four</b>									
0022-1082	Journal of Finance *	4	4	49	2.9	9	3.1	3.1	4	4
0893-9454	Review of Financial Studies *	4	4	25	2.9	8	1.6	1.4	4	4
0022-1090	Journal of Financial and Quantitative Analysis	4	4	12	2.6	5	0.1	0.5	3	4
0304-405X	Journal of Financial Economics	4	4	37	2.9	3	2.6	2.6	4	4
0022-2879	Journal of Money, Credit and Banking	4	3	18	2.7	1	0.3	0.3	3	3
	<b>Grade Three</b>									
1042-9573	Journal of Financial Intermediation	3	3	11	2.8	4	-0.4	-0.1	2	3
0378-4266	Journal of Banking and Finance	3	3	96	2.6	2	-0.2	-0.2	3	3
0929-1199	Journal of Corporate Finance	3	3	22	2.6	1	0.6	0.3	4	3
0960-1627	Mathematical Finance	3	3	9	2.8	1	0.1	0.1	3	3
0046-3892	Financial Management (USA)	3	3	4	2.6	1	-0.3	0.5	2	4
0261-5606	Journal of International Money and Finance	3	3	25	2.6	1	-0.3	-0.2	2	3
1572-3097	Review of Finance (formerly European Finance Review)	3	3	8	2.8	1				
0949-2984	Finance and Stochastics	3	3	4	2.8	0	0.0	0.0	3	3
1354-7798	European Financial Management	3	3	40	2.6	0	-0.4	-1.1	2	1
0015-198X	Financial Analysts Journal	3	3	15	2.6	0	-0.4	-0.3	2	2
0306-686X	Journal of Business Finance and Accounting	3	3	164	2.6	0	-0.5	-1.1	2	1
1386-4181	Journal of Financial Markets	3	3	1	2.6	0	-0.7	-0.3	2	2
0270-7314	Journal of Futures Markets	3	3	28	2.6	0	-0.7	-0.6	2	2
1351-847X	European Journal of Finance	3	3	30	2.5	0				
1042-4431	Journal of International Financial Markets, Institutions and Money	3	3	15	2.5	0				
0927-5398	Journal of Empirical Finance	3	3	18	2.6	0				
1057-5219	International Review of Financial Analysis	3	3	15	2.4	0				
0270-2592	Journal of Financial Research	3	3	11	2.7	0				
0924-865X	Review of Quantitative Finance and Accounting	3	3	5	2.7	0				
0963-8008	Financial Markets, Institutions and Instruments	3	3	4	2.6	0				
0920-8550	Journal of Financial Services Research	3	2	4	2.7	0				
0800-3564	Financial Review	3	3	1	2.5	0				
	<b>Grade Two</b>									
0954-1314	Journal of International Financial Management and Accounting	2	2	3	2.5	1				
0167-6687	Insurance, Mathematics and Economics	2	2	18	2.6	0	0.3	0.0	3	3
0022-4367	Journal of Risk and Insurance	2	2	5	2.4	0	-0.3	-0.3	2	2
0515-0361	ASTIN Bulletin: Journal of International Actuarial Association	2	0	4	2.5	0	-0.3	-1.1	2	1
1469-7688	Quantitative Finance	2	2	11	2.8	0	-0.3	-0.3	2	2
1076-9307	International Journal of Finance and Economics	2	2	13	2.6	0	-0.6	-0.6	2	2
0927-5940	International Tax and Public Finance	2	2	4	2.6	0	-0.7	-0.4	1	2
0895-5638	Journal of Real Estate Finance and Economics	2	2	4	2.5	0	-0.9	-0.5	1	2
0095-4918	Journal of Portfolio Management	2	2	13	2.6	0	-1.0	-0.8	1	1
1018-5895	Geneva Papers on Risk and Insurance: Issues and Practice	2	1	5	2.5	0	-1.1	-0.9	1	1
0960-3107	Applied Financial Economics	2	2	61	2.5	0				
0219-0249	International Journal of Theoretical and Applied Finance	2	2	7	2.6	0				
1055-615X	Intelligent Systems in Accounting, Finance and Management	2	2	7	2.4	0				
1042-444X	Journal of Multinational Financial Management	2	2	6	2.3	0				
1044-0283	Global Finance Journal	2	2	5	2.4	0				
1078-1196	Journal of Applied Corporate Finance	2	2	5	2.9	0				
1380-6645	Review of Derivatives Research	2	2	5	2.6	0				
0927-538X	Pacific-Basin Finance Journal	2	2	4	2.6	0				
1074-1240	Journal of Derivatives	2	2	6	2.7	0				
1096-1879	Multinational Finance Journal	2	2	2	2.5	0				
1470-8272	Journal of Asset Management	2	2	4	2.6	0				
0275-5319	Research in International Business and Finance	2	2	2		0				
0972-6527	Journal of Emerging Market Finance	2	2	0		0				

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	<b>Grade One</b>									
0307-4358	Managerial Finance	1	1	17	2.3	1				
0378-4371	Physica A: Statistical Mechanics and Its Applications	1	0	5	2.6	0	0.3	-0.1	3	3
1475-1283	Journal of Finance and Management in Public Services	1	0	8	1.8	0				
1092-0277	North American Actuarial Journal	1	0	6	2.6	0				
1357-3217	British Actuarial Journal	1	0	5	2.5	0				
1614-2446	Annals of Finance	1	1	6	2.8	0				
1059-8596	Journal of Fixed Income	1	1	4	2.7	0				
1358-1988	Journal of Financial Regulation and Compliance	1	1	5	2.4	0				
1479-8409	Journal of Financial Econometrics	1	0	4	2.6	0				
1572-3089	Journal of Financial Stability	1	0	4	2.6	0				
1474-7472	Journal of Pension Economics and Finance	1	1	3	2.9	0				
1810-4967	Investment Management and Financial Innovations	1	1	3	2.3	0				
1520-3255	Journal of Alternative Investments	1	1	2	2.5	0				
1526-5943	Journal of Risk Finance	1	1	2	2.6	0				

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	<b>GENERAL MANAGEMENT</b>									
	<b>Grade Four</b>									
0363-7425	Academy of Management Review *	4	4	30	2.7	9	2.1	2.0	4	4
0001-4273	Academy of Management Journal *	4	4	42	2.9	9	2.1	1.8	4	4
0001-8392	Administrative Science Quarterly *	4	4	6	2.7	9	0.3	1.2	3	4
0149-2063	Journal of Management	4	4	7	2.7	2	0.5	0.5	4	4
0022-2380	Journal of Management Studies	4	4	222	2.6	2	0.2	0.1	3	3
0017-8012	Harvard Business Review	4	3	19	3.0	2	-0.2	-0.3	3	2
1045-3172	British Journal of Management	4	4	108	2.5	0	-0.2	-0.4	3	2
	<b>Grade Three</b>									
0008-1256	California Management Review	3	3	10	2.6	2	-0.6	-0.4	2	2
1532-9194	MIT Sloan Management Review	3	3	23	2.9	1	-0.6	-0.6	2	2
1460-8545	International Journal of Management Reviews	3	3	37	2.5	0	-0.3	-0.2	2	3
1558-9080	Academy of Management Perspectives	3	3	9	2.8	0	-0.6	-0.8	2	1
1056-4926	Journal of Management Inquiry	3	3	14	2.5	0	-0.7	-0.8	1	1
	<b>Grade Two</b>									
0020-8523	International Review of Administrative Sciences	2	2	7	2.0	0	-0.8	-1.0	1	1
0825-0383	Canadian Journal of Administrative Sciences	2	2	1	2.3	0	-1.1	-1.1	1	1
0263-2373	European Management Journal	2	1	30	2.4	0				
0955-534X	European Business Review	2	2	19	2.0	0				
0020-8825	International Studies of Management and Organization	2	2	18	2.6	0				
1024-5294	Competition and Change	2	2	13	2.5	0				
0306-3070	Journal of General Management	2	2	11	2.5	0				
0956-5221	Scandinavian Journal of Management	2	2	6	2.6	0				
0217-4561	Asia Pacific Journal of Management	2	3	5	2.7	0				
	<b>Grade One</b>									
0025-1747	Management Decision	1	1	32	2.1	0				
1462-4621	International Journal of Management and Decision Making	1	1	9	1.9	0				
1740-4754	European Management Review	1	1	8	2.8	0				
1447-9524	International Journal of Knowledge, Culture and Change Management	1	0	8	2.2	0				
1473-589X	Philosophy of Management	1	0	5	1.8	0				
1649-248X	Irish Journal of Management	1	0	4	1.9	0				
0813-0183	International Journal of Management	1	0	3	2.4	0				
0955-808X	European Business Journal	1	0	2	2.5	0				
0007-6813	Business Horizons	1	1	1	2.5	0				
0129-5977	Singapore Management Review	1	2	1	2.7	0				
1176-6093	Qualitative Research in Accounting and Management	1	1	7	1.8	0				

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	<b>HUMAN RESOURCE MANAGEMENT AND EMPLOYMENT STUDIES</b>									
	<b>Grade Four</b>									
0090-4848	Human Resource Management (USA)	4	4	12	2.5	2	-0.1	0.4	3	3
0019-8676	Industrial Relations: A Journal of Economy and Society	4	4	26	2.5	1	1.4	1.5	4	4
0007-1080	British Journal of Industrial Relations	4	4	100	2.6	1	0.3	0.7	3	4
0950-0170	Work, Employment and Society	4	4	103	2.5	0	0.8	1.6	4	4
	<b>Grade Three</b>									
0019-7939	Industrial and Labor Relations Review	3	3	10	2.7	1	0.8	0.5	4	4
0958-5192	International Journal of Human Resource Management	3	3	135	2.5	1	0.2	0.4	3	4
0730-8884	Work and Occupations	3	3	5	2.6	0	2.3	1.3	4	4
0968-6673	Gender, Work and Organization	3	3	35	2.4	0	0.7	0.7	4	4
0959-6801	European Journal of Industrial Relations	3	3	32	2.5	0	0.2	-0.3	3	2
0020-7780	International Labour Review	3	2	2	2.8	0	-0.5	-0.8	2	1
0143-831X	Economic and Industrial Democracy	3	3	27	2.5	0	-0.6	-0.6	2	2
0268-1072	New Technology, Work and Employment	3	3	38	2.4	0	-0.6	-0.5	2	2
0954-5395	Human Resource Management Journal(UK)	3	3	66	2.5	0				
0305-9332	Industrial Law Journal	3	3	8	2.4	0				
	<b>Grade Two</b>									
0195-3613	Journal of Labour Research	2	2	4	2.6	1	-1.0	-1.3	1	1
0019-8692	Industrial Relations Journal	2	2	62	2.5	1				
0048-3486	Personnel Review	2	2	58	2.3	0	-0.2	0.0	3	3
0143-7720	International Journal of Manpower	2	2	6	2.1	0	-1.0	-0.9	1	1
0034-379X	Relations Industrielles/Industrial Relations	2	0	4	2.4	0	-1.2	-1.2	1	1
0038-0296	Sociologie du Travail	2	2	0		0	-1.4	-1.6	1	1
0142-5455	Employee Relations	2	2	46	2.2	0				
1367-8868	Human Resource Development International	2	2	23	2.1	0				
1038-4111	Asia Pacific Journal of Human Resources	2	2	3	2.3	0				
1534-4843	Human Resource Development Review	2	2	3	2.1	0				
1030-1763	Labor Studies Journal	2	2	2	2.2	0				
1053-4822	Human Resource Management Review	2	2	2	2.4	0				
1044-8004	Human Resource Development Quarterly	2	2	2	1.9	0				
0022-1856	Journal of Industrial Relations	2	2	0		0				
	<b>Grade One</b>									
0964-9425	Gender in Management: An International Journal	1	0	16	2.0	0				
0261-0159	Equality, Diversity and Inclusion: an International Journal	1	0	6	2.2	0				
1362-0436	Career Development International	1	1	5	2.2	0				
0742-6186	Advances in Industrial and Labor Relations	1	0	4	2.7	0				
0734-371X	Review of Public Personnel Administration	1	1	3	1.9	0				
1121-7081	Labour: Review of Labour Economics and Industrial Relations	1	1	3	2.6	0				
1039-6993	International Journal of Employment Studies	1	1	2	1.9	0				



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	<b>INTERNATIONAL BUSINESS AND AREA STUDIES</b>									
	<b>Grade Four</b>									
0047-2506	Journal of International Business Studies	4	4	68	2.6	3	2.0	2.0	4	4
	<b>Grade Three</b>									
0021-9886	Journal of Common Market Studies	3	3	3	2.4	0	0.5	-0.1	4	3
1090-9516	Journal of World Business (formerly Columbia JWB)	3	3	33	2.6	0	0.1	0.2	3	3
0969-5931	International Business Review	3	2	31	2.5	0	-0.3	-1.1	2	1
0025-181X	Management International Review	3	3	27	2.6	0				
	<b>Grade Two</b>									
1360-2381	Asia Pacific Business Review	2	2	13	2.2	1				
1043-951X	China Economic Review	2	2	5	2.4	0	-0.4	0.0	2	3
0305-7410	China Quarterly	2	2	2	2.4	0	-0.9	-0.4	1	2
0966-8136	Europe-Asia Studies	2	2	1	2.1	0	-0.9	-0.7	1	1
1075-4253	Journal of International Management	2	2	8	2.4	0				
1096-4762	Thunderbird International Business Review	2	2	8	2.1	0				
1014-9562	Transnational Corporations	2	2	5	2.6	0				
1011-6702	Journal of World Trade	2	2	2	1.9	0				
	<b>Grade One</b>									
1525-383X	Multinational Business Review	1	1	1	2.8	1				
1352-7606	Cross Cultural Management: An International Journal	1	1	4	2.2	0				
1470-5958	International Journal of Cross Cultural Management	1	1	4	2.3	0				
1742-2043	Critical Perspectives on International Business	1	1	5	2.4	0				
0949-6181	Journal of East European Management Studies	1	1	2	2.3	0				
1066-9868	Journal of East-West Business	1	1	2	1.9	0				
1097-4954	Global Business and Economics Review	1	1	2	2.1	0				
1476-5284	Journal of Chinese Economic and Business Studies	1	1	2	1.8	0				
1566-0141	Emerging Markets Review	1	1	3	2.4	0				
1751-6757	European Journal of International Management	1	1	1	1.9	0				
1753-0896	International Journal of Indian Culture and Business Management	1	1	0		0				

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	<b>INFORMATION MANAGEMENT</b>									
	<b>Grade Four</b>									
0276-7783	MIS Quarterly *	4	4	11	2.7	7	3.6	4.6	4	4
1047-7047	Information Systems Research *	4	4	6	2.9	7	0.5	1.7	4	4
	<b>Grade Three</b>									
0742-1222	Journal of Management Information Systems	3	3	2	2.1	3	0.6	0.7	4	4
1350-1917	Information Systems Journal	3	3	25	2.6	2	0.6	0.3	4	3
0960-085X	European Journal of Information Systems	3	3	69	2.6	2	-0.6	-0.4	2	2
0098-5589	IEEE Transactions on Software Engineering	3	3	7	2.5	1	1.9	0.9	4	4
0001-0782	Communications of the ACM	3	3	22	2.6	1	0.9	0.4	4	4
0378-7206	Information and Management	3	3	30	2.4	1	0.6	0.9	4	4
0268-3962	Journal of Information Technology	3	3	54	2.6	1	0.2	0.4	3	3
0167-9236	Decision Support Systems	3	3	23	2.7	1	0.1	0.0	3	3
1536-9323	Journal of the Association of Information Systems	3	3	3	2.8	1	0.1	-1.2	3	1
0957-4174	Expert Systems with Applications	3	3	10	2.3	0	0.9	0.1	4	3
1532-2882	Journal of the American Society for Information Science and Technology (JASIST)	3	0	44	2.6	0	0.2	-0.1	3	3
0306-4573	Information Processing and Management	3	3	9		0	0.1	-0.2	3	3
1071-5819	International Journal of Human-Computer Studies	3	3	11	2.6	0	0.0	0.1	3	3
0963-8687	Journal of Strategic Information Systems	3	3	24	2.5	0	-0.3	-0.2	2	3
1086-4415	International Journal of Electronic Commerce	3	3	3	2.5	0	-0.4	0.4	2	3
1091-9856	INFORMS Journal on Computing	3	3	3	2.8	0	-0.8	-0.3	1	2
1073-0516	ACM Transactions on Computer-Human Interaction	3	3	3		0				
1471-7727	Information and Organization	3	3	0		0				
	<b>Grade Two</b>									
1049-331X	ACM Transactions on Software Engineering and Methodology	2	2	3		0	2.3	1.0	4	4
0066-4200	Annual Review of Information Science and Technology	2	2	4	2.5	0	0.8	0.3	4	3
0165-5515	Journal of Information Science	2	2	22	2.3	0	-0.1	-0.5	3	2
1062-7375	Journal of Global Information Management	2	2	2	2.1	0	-0.4	-1.2	2	1
1058-0530	Information Systems Management	2	2	3	2.3	0	-0.6	-0.5	2	2
0950-5849	Information and Software Technology	2	2	6	2.6	0	-0.6	-0.6	2	2
0953-5438	Interacting with Computers	2	2	16	2.5	0	-0.7	-0.6	1	2
0268-4012	International Journal of Information Management	2	2	40	2.3	0	-0.8	-0.5	1	2
0197-2243	Information Society	2	2	5	2.8	0	-0.8	-0.4	1	2
0007-1013	British Journal of Educational Technology	2	2	9	2.2	0	-0.8	-0.6	1	2
0010-4620	Computer Journal	2	2	3		0	-0.8	-0.7	1	1
0144-929X	Behavior and Information Technology	2	2	8	2.6	0	-0.9	-0.6	1	2
1066-2243	Internet Research	2	2	8	2.4	0	-1.0	-0.6	1	2
0266-4720	Expert Systems: the Journal of Knowledge Engineering	2	2	6	2.3	0	-1.1	-0.6	1	1
1387-3326	Information Systems Frontiers	2	2	7	2.3	0	-1.1	-0.8	1	1
0959-3845	Information Technology and People	2	2	17	2.5	0				
0887-4417	Journal of Computer Information Systems	2	2	5	2.5	0				
1529-3181	Communications of the Association for Information Systems	2	2	5	2.6	0				
0095-0033	Database	2	2	3	2.6	0				
	<b>Grade One</b>									
1089-7771	IEEE Transactions on Information Technology in Biomedicine	1	0	8		0	0.2	0.2	3	3
0263-5577	Industrial Management and Data Systems	1	1	7	2.0	0	-0.2	-0.4	3	2
0740-817X	IIE Transactions	1	0	4	2.8	0	-0.8	-0.5	1	2
1368-1613	Information Research	1	0	10	2.8	0	-0.8	-0.5	1	2
1477-8238	Knowledge Management Research and Practice	1	1	10	2.3	0				
1546-2234	Journal of Organizational and End User Computing	1	0	6	2.3	0				
1089-778X	IEEE Transactions on Evolutionary Computation	1	0	4	2.9	0				
1741-5179	International Journal of Information Technology and Management	1	0	8	2.3	0				
1040-1628	Information Resources Management Journal	1	1	4	2.2	0				
1094-6977	IEEE Transactions on Systems Man and Cybernetics Part C (Applications and Reviews)	1	0	6	2.6	0				
0925-9724	Computer Supported Cooperative Work	1	1	4	2.8	0				
1741-0398	Journal of Enterprise Information Management	1	1	7	2.3	0				
0957-6053	Logistics Information Management	1	1	3	2.6	0				
0968-5227	Information Management and Computer Security	1	1	2	2.7	0				

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	<b>INNOVATION</b>									
	<b>Grade Four</b>									
0737-6782	Journal of Product Innovation Management	4	4	14	2.7	3	1.1	1.1	4	4
	<b>Grade Three</b>									
0033-6807	R and D Management	3	3	25	2.5	0	-0.4	-0.4	2	2
0166-4972	Technovation	3	2	42	2.5	0	-0.7	-0.7	1	1
	<b>Grade Two</b>									
1363-9196	International Journal of Innovation Management	2	2	20	2.4	0				
1366-2716	Industry and Innovation	2	2	7	2.4	0				
	<b>Grade One</b>									
1460-1060	European Journal of Innovation Management	1	1	4	2.1	1				
0963-1690	Creativity and Innovation Management	1	1	13	2.4	0				
1368-275X	International Journal of Entrepreneurship and Innovation Management (IJEIM)	1	1	11	2.4	0				
0892-9912	Journal of Technology Transfer	1	0	3	2.5	0				

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	<b>MANAGEMENT DEVELOPMENT AND EDUCATION</b>									
	<b>Grade Three</b>									
1537-260X	Academy of Management, Learning and Education	3	3	12	2.6	0	2.4	-1.5	4	1
1350-5076	Management Learning	3	3	66	2.5	0	0.0	1.1	3	4
0307-5079	Studies in Higher Education	3	3	7	2.3	0	-0.1	0.9	3	4
0141-1926	British Educational Research Journal	3	3	2	2.5	0	-0.2	0.3	3	3
	<b>Grade Two</b>									
0748-5751	Journal of Accounting Education	2	2	3	2.1	1				
0022-1546	Journal of Higher Education	2	2	0		0	0.3	0.9	3	4
0268-0939	Journal of Education Policy	2	2	4	2.5	0	-0.1	0.6	3	4
1356-2517	Teaching in Higher Education	2	1	3	2.1	0	-0.6	-1.5	2	1
0306-9885	British Journal of Guidance and Counselling	2	2	9	2.4	0	-0.9	-0.4	1	2
1470-3297	Innovations in Education and Teaching International	2	1	4	2.1	0	-0.9	-0.5	1	2
0963-9284	Accounting Education	2	2	35	2.1	0				
1523-4223	Advances in Developing Human Resources	2	2	7	2.1	0				
0951-5224	Higher Education Quarterly	2	2	5	2.2	0				
1052-5629	Journal of Management Education	2	2	5	2.5	0				
1363-9080	Journal of Education and Work	2	2	5	2.4	0				
0273-4753	Journal of Marketing Education	2	2	4	2.2	0				
0739-3172	Issues in Accounting Education	2	2	3	2.3	0				
	<b>Grade One</b>									
0309-0590	Journal of European Industrial Training	1	1	15	1.9	0				
0040-0912	Education and Training	1	1	12	1.9	0				
0950-4222	Industry and Higher Education	1	1	8	1.9	0				
1741-1432	Educational Management Administration and Leadership	1	0	7	2.6	0				
1363-6820	Journal of Vocational Education and Training	1	1	6	2.1	0				
0262-1711	Journal of Management Development	1	1	4	1.9	0				
1469-7874	Active Learning in Higher Education	1	1	3	2.2	0				
1472-8117	International Journal of Management Education (IJME)	1	1	4	2.2	0				
0309-877X	Journal of Further and Higher Education	1	1	4	1.7	0				
0968-4883	Quality Assurance in Education	1	0	4	1.8	0				
1360-3736	International Journal of Training and Development	1	1	2	1.8	0				
1366-5626	Journal of Workplace Learning	1	1	2	1.9	0				

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	<b>MARKETING</b>									
	<b>Grade Four</b>									
0022-2429	Journal of Marketing *	4	4	18	2.8	9	2.1	2.9	4	4
0022-2437	Journal of Marketing Research *	4	4	18	2.9	9	1.1	0.8	4	4
0093-5301	Journal of Consumer Research *	4	4	11	2.8	9	0.1	0.8	3	4
0732-2399	Marketing Science *	4	4	12	3.0	8	1.8	1.0	4	4
0022-4359	Journal of Retailing	4	4	6	2.6	1	2.6	1.7	4	4
	<b>Grade Three</b>									
0167-8116	International Journal of Research in Marketing	3	3	5	2.7	5	0.1	0.3	3	3
0092-0703	Journal of the Academy of Marketing Science	3	4	19	2.7	2	-0.2	0.3	3	3
0309-0566	European Journal of Marketing	3	3	147	2.4	1	-0.7	-1.2	1	1
1069-031X	Journal of International Marketing	3	3	15	2.4	0	0.2	0.0	3	3
0019-8501	Industrial Marketing Management	3	3	73	2.6	0	-0.1	0.1	3	3
0742-6046	Psychology and Marketing	3	3	24	2.5	0	-0.2	-0.1	3	3
0265-1335	International Marketing Review	3	3	28	2.4	0	-0.3	-0.3	2	2
0091-3367	Journal of Advertising	3	3	14	2.6	0	-0.5	-0.1	2	3
0148-2963	Journal of Business Research	3	3	81	2.6	0	-0.5	-0.2	2	3
0923-0645	Marketing Letters	3	3	6	2.7	0	-0.8	-0.4	1	2
0021-8499	Journal of Advertising Research	3	3	14	2.5	0	-0.8	-0.5	1	2
0267-257X	Journal of Marketing Management	3	3	124	2.4	0				
	<b>Grade Two</b>									
1051-712X	Journal of Business-to-Business Marketing	2	1	1	2.6	1	-0.5	-1.2	2	1
1570-7156	Quantitative Marketing and Economics	2	1	1	3.2	0	-0.3	-1.2	2	1
1094-9968	Journal of Interactive Marketing (formerly JDM)	2	1	2	2.4	0	-0.5	0.1	2	3
0265-0487	International Journal of Advertising	2	2	13	2.3	0	-0.7	-1.2	2	1
0885-8624	Journal of Business and Industrial Marketing	2	2	15	2.3	0	-0.9	-0.7	1	1
1470-7853	International Journal of Market Research	2	2	25	2.3	0	-1.0	-0.8	1	1
0965-254X	Journal of Strategic Marketing	2	2	41	2.4	0				
0887-6045	Journal of Services Marketing	2	3	21	2.4	0				
1025-3866	Consumption, Markets and Culture	2	2	20	2.4	0				
0915-5524	Advances in Consumer Research	2	2	18	2.5	0				
1472-0817	Journal of Consumer Behavior	2	2	15	2.3	0				
1352-7266	Journal of Marketing Communications	2	2	9	2.1	0				
1470-5931	Marketing Theory	2	2	8	2.5	0				
0276-1467	Journal of Macromarketing	2	2	4	2.4	0				
0885-3134	Journal of Personal Selling and Sales Management	2	2	4	2.6	0				
1526-1794	Academy of Marketing Science Review	2	2	3	2.3	0				
	<b>Grade One</b>									
1352-2752	Qualitative Market Research: An International Journal	1	1	9	2.2	1				
0959-0552	International Journal of Retail and Distribution Management	1	1	35	2.1	0				
0959-3969	International Review of Retail, Distribution and Consumer Research	1	1	28	2.4	0				
0263-4503	Marketing Intelligence and Planning	1	1	22	2.0	0				
1470-6423	International Journal of Consumer Studies	1	1	19	1.6	0				
0265-2323	International Journal of Bank Marketing	1	1	10	2.3	0				
0969-6989	Journal of Retailing and Consumer Services	1	1	10	2.3	0				
1061-0421	Journal of Product and Brand Management	1	1	10	2.2	0				
1479-103X	International Journal of Nonprofit and Voluntary Sector Marketing	1	0	11	2.1	0				
1469-347X	Marketing Review	1	1	7	1.8	0				
1350-231X	Journal of Brand Management	1	1	6	2.0	0				
1363-0539	Journal of Financial Services Marketing	1	1	6	2.1	0				
1049-6483	Journal of Euromarketing	1	1	5	2.2	0				
1019-6781	Electronic Markets	1	1	5	2.5	0				
1049-5142	Journal of Non-Profit and Public Sector Marketing	1	1	4	2.0	0				
1320-1646	Australasian Marketing Journal	1	1	3	2.3	0				
1475-3928	Journal of Customer Behavior	1	1	4	2.3	0				
0736-3761	Journal of Consumer Marketing	1	1	2	2.5	0				
0967-3237	Journal of Targeting, Measurement and Analysis for Marketing	1	1	2	2.2	0				
1356-3289	Corporate Communications: An International Journal	1	1	2	2.0	0				
0790-7362	Irish Marketing Review	1	0	1	2.1	0				

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	<b>OPERATIONS, TECHNOLOGY AND MANAGEMENT</b>									
	<b>Grade Four</b>									
0272-6963	Journal of Operations Management	4	4	31	2.7	5	2.1	2.4	4	4
	<b>Grade Three</b>									
1059-1478	Production and Operations Management	3	3	7	2.7	3	1.3	0.8	4	4
0925-5273	International Journal of Production Economics	3	3	63	2.5	1	1.5	1.2	4	4
0144-3577	International Journal of Operations and Production Management	3	3	134	2.6	0	0.9	0.4	4	4
1359-8546	Supply Chain Management: An International Journal	3	3	35	2.5	0	0.4	0.9	4	4
0951-8320	Reliability Engineering and System Safety	3	3	6	2.7	0	0.4	0.0	3	3
1523-4614	Manufacturing and Service Operations Management	3	2	4	2.9	0	0.1	-1.8	3	1
0018-9391	IEEE Transactions on Engineering Management	3	3	12	2.6	0	0.0	0.6	3	4
1094-6136	Journal of Scheduling	3	3	2	2.6	0	-0.2	0.0	3	3
0020-7543	International Journal of Production Research	3	3	73	2.4	0	-0.7	-0.3	1	2
0953-7287	Production Planning and Control	3	3	16	2.4	0	-1.0	-0.6	1	2
	<b>Grade Two</b>									
0360-8352	Computers and Industrial Engineering	2	2	2	2.3	0	-0.2	0.0	3	3
0920-6299	International Journal of Flexible Manufacturing Systems	2	2	3	2.2	0	-0.2	-0.2	3	3
0951-192X	International Journal of Computer Integrated Manufacturing	2	2	3	2.3	0	-0.8	-0.8	1	1
0895-562X	Journal of Productivity Analysis	2	2	12	2.5	0	-1.1	-0.7	1	1
0267-5730	International Journal of Technology Management	2	2	34	2.4	0	-1.1	-1.0	1	1
1478-3363	Total Quality Management and Business Excellence	2	1	8	2.0	0	-1.5	-1.1	1	1
0263-7863	International Journal of Project Management	2	2	32	2.4	0				
1367-5567	International Journal of Logistics: Research and Applications	2	2	22	2.3	0				
0265-671X	International Journal of Quality and Reliability Management	2	0	16	2.4	0				
0957-4093	International Journal of Logistics Management	2	2	15	2.6	0				
0960-0035	International Journal of Physical Distribution and Logistics Management	2	1	13	2.6	0				
1741-038X	Journal of Manufacturing Technology Management	2	2	13	2.5	0				
1478-4092	Journal of Purchasing and Supply Management	2	2	7	2.6	0				
0957-6061	Integrated Manufacturing Systems	2	2	6	2.3	0				
8756-9728	Project Management Journal	2	2	5	2.4	0				
0733-9364	Journal of Construction Engineering and Management	2	0	4	2.6	0				
0735-3766	Journal of Business Logistics	2	2	3	2.5	0				
	<b>Grade One</b>									
1463-7154	Business Process Management Journal	1	1	14	2.4	0				
0954-4054	Proceedings of Institute of Mechanical Engineers Part B: Journal of Engineering Manufacture	1	0	8	2.5	0				
1092-4604	Knowledge and Process Management	1	1	12	2.3	0				
0960-4529	Managing Service Quality	1	1	5	2.3	0				
1463-5771	Benchmarking: An International Journal	1	1	4	2.3	0				
1741-0401	International Journal of Productivity and Performance Management	1	1	3	2.2	0				
1741-9174	International Journal of Agile Systems and Management	1	1	3	2.4	0				
0737-0024	Human-Computer Interaction	1	0	4	2.7	0				
0969-7012	European Journal of Purchasing and Supply Management	1	0	2	2.0	0				
1368-4892	International Journal of Business Performance Management	1	1	2	2.0	0				
1474-2748	International Journal of Technology Management and Sustainable Development	1	1	2	2.4	0				
1523-2409	Journal of Supply Chain Management	1	1	3	2.5	0				

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	<b>OPERATIONS RESEARCH AND MANAGEMENT SCIENCE</b>									
	<b>Grade Four</b>									
0025-1909	Management Science *	4	4	30	2.7	8	1.4	2.3	4	4
0030-364X	Operations Research *	4	4	20	2.8	7	0.2	0.8	3	4
1369-7412	Journal of the Royal Statistical Society Series B (Methodology)	4	4	2	2.6	4	2.1	2.2	4	4
0162-1459	Journal of the American Statistical Association	4	4	2	2.7	4	1.5	1.7	4	4
	<b>Grade Three</b>									
0025-5610	Mathematical Programming	3	3	7	2.8	2	1.4	1.0	4	4
0364-765X	Mathematics of Operations Research	3	3	2	2.6	2	-0.3	-0.2	2	3
0011-7315	Decision Sciences	3	3	3	2.7	1	1.4	1.3	4	4
0377-2217	European Journal of Operational Research	3	3	140	2.6	1	0.4	0.3	4	3
0305-0483	Omega: The International Journal of Management Science	3	3	35	2.5	0	1.2	0.6	4	4
0169-2070	International Journal of Forecasting	3	3	27	2.5	0	0.5	-0.2	4	3
0171-6468	OR Spectrum	3	3	1	1.8	0	-0.3	-0.3	2	2
0160-5682	Journal of the Operational Research Society	3	3	159	2.5	0	-0.6	-0.6	2	2
0021-9002	Journal of Applied Probability	3	3	4	2.6	0	-0.8	-1.0	1	1
0894-069X	Naval Research Logistics	3	3	6	2.5	0	-0.8	-0.8	1	1
0926-2644	Group Decision and Negotiation	3	3	4	2.7	0	-1.0	-0.5	1	2
0277-6693	Journal of Forecasting	3	3	16	2.6	0	-1.1	-0.7	1	1
	<b>Grade Two</b>									
0305-0548	Computers and Operations Research	2	2	20	2.6	1	0.1	0.0	3	3
1083-4427	IEEE Transactions on Systems, Man and Cybernetics - Part A: Systems and Humans	2	0	12	2.6	0	1.0	0.8	4	4
0883-7066	System Dynamics Review	2	2	2	2.8	0	0.2	-0.3	3	2
0035-9254	Journal of the Royal Statistical Society Series C (Applied Statistics)	2	2	2	2.5	0	-0.3	-0.2	2	3
0022-3239	Journal of Optimization Theory and Applications	2	0	5	2.5	0	-0.6	-0.5	2	2
0167-6377	Operations Research Letters	2	2	4	2.7	0	-0.6	-0.6	2	2
1092-7026	Systems Research and Behavioral Science	2	2	14	2.3	0	-0.8	-1.1	1	1
0040-5833	Theory and Decision	2	2	9	2.5	0	-0.9	-1.1	1	1
0254-5330	Annals of Operations Research	2	2	5	2.6	0	-0.9	-0.6	1	2
0092-2102	Interfaces	2	0	4	2.6	0	-1.0	-0.9	1	1
0266-4763	Journal of Applied Statistics	2	2	1	2.5	0	-1.4	-1.3	1	1
1471-678X	IMA Journal of Management Mathematics	2	2	8	2.3	0				
0969-6016	International Transactions in Operational Research	2	2	7	2.4	0				
	<b>Grade One</b>									
0167-9961	Systemica	1	0	6	1.8	0				
0036-8075	Science	1	0	4	2.8	0				
0953-5543	OR Insight	1	0	6	1.8	0				
1382-6905	Journal of Combinatorial Optimization	1	0	4	2.7	0				

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	<b>ORGANIZATION STUDIES</b>									
	<b>Grade Four</b>									
1047-7039	Organization Science *	4	4	28	2.8	7	1.3	2.3	4	4
0170-8406	Organization Studies	4	4	147	2.6	2	0.5	0.4	4	3
1048-9843	Leadership Quarterly	4	4	4	2.6	1	0.9	1.0	4	4
0018-7267	Human Relations	4	4	177	2.6	0	0.0	-0.2	3	3
	<b>Grade Three</b>									
0191-3085	Research in Organizational Behavior	3	3	2	3.2	1	1.2	1.6	4	4
1094-4281	Organizational Research Methods	3	4	14	2.6	0	1.8	0.9	4	4
1059-6011	Group and Organization Management	3	3	2	2.9	0	0.7	-0.1	4	3
1350-5084	Organization	3	3	89	2.6	0	-0.4	-0.1	2	3
0090-2616	Organizational Dynamics	3	3	5	2.7	0	-0.8	-0.7	1	1
	<b>Grade Two</b>									
0160-8061	Journal of Organizational Behavior Management	2	2	0		1	-0.9	-0.8	1	1
1368-4302	Group Processes and Intergroup Relations	2	2	2	3.0	0	0.5	0.1	4	3
1086-0266	Organization and Environment	2	2	0		0	-0.6	-0.8	2	1
1089-2699	Group Dynamics: Theory, Research and Practice	2	2	0		0	-0.7	-0.5	1	2
0953-4814	Journal of Organizational Change Management	2	2	24	2.5	0	-1.0	-0.8	1	1
1094-429X	Systemic Practice and Action Research	2	2	18	2.3	0	-1.2	-1.1	1	1
0748-4526	Negotiation Journal	2	1	0		0	-1.3	-1.1	1	1
1475-9551	Culture and Organization	2	2	19	2.5	0				
1367-3270	Journal of Knowledge Management	2	2	12	2.3	0				
0893-3189	Management Communication Quarterly	2	2	1	2.7	0				
	<b>Grade One</b>									
1742-7150	Leadership	1	0	14	2.3	0				
0143-7739	Leadership and Organizational Development	1	1	5	2.2	0				
1521-3250	Emergence: Journal in Complexity Management	1	1	5	2.1	0				
0969-6474	Learning Organization	1	1	4	1.9	0				
1552-6879	Journal of Applied Behavioral Science	1	0	4	2.5	0				
1746-5648	Qualitative Research in Organizations and Management	1	1	3	2.0	0				
1473-2866	Ephemera: Critical Dialogues on Organization	1	0	2	2.6	0				
1474-2780	Organisational and Social Dynamics	1	0	2	2.5	0				
1532-5555	Tamara: Journal of Critical Postmodern Organization Science	1	0	2	2.2	0				
1476-7503	Action Research	1	1	1	2.8	0				



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	<b>PSYCHOLOGY</b>									
	<b>Grade Four</b>									
0031-5826	Personnel Psychology	4	4	9	2.8	4	0.1	0.3	3	3
0749-5978	Organizational Behavior and Human Decision Processes	4	4	7	2.8	3	-0.1	-0.1	3	3
0033-2909	Psychological Bulletin	4	4	0		2	2.7	3.4	4	4
0033-295X	Psychological Review	4	4	2	3.0	2	2.5	2.1	4	4
0021-9010	Journal of Applied Psychology	4	4	33	2.8	2	0.2	0.5	3	4
0894-3796	Journal of Organizational Behavior	4	4	26	2.6	2	-0.2	0.0	3	3
0066-4308	Annual Review of Psychology	4	4	1	2.8	1	3.8	3.3	4	4
0022-3514	Journal of Personality and Social Psychology	4	4	6	2.9	1	0.6	0.9	4	4
0022-1031	Journal of Experimental Social Psychology	4	3	4	2.9	1	-0.1	-0.1	3	3
0146-1672	Personality and Social Psychology Bulletin	4	4	5	2.8	1	-0.1	0.0	3	3
0001-8791	Journal of Vocational Behavior	4	4	16	2.5	1	-0.2	-0.2	3	3
1747-0218	Quarterly Journal of Experimental Psychology	4	0	2	2.7	1	-0.3	-0.5	2	2
0956-7976	Psychological Science	4	0	2	3.2	0	0.5	0.6	4	4
1076-898X	Journal of Experimental Psychology: Applied	4	0	2	2.6	0	0.2	-0.1	3	3
1057-7408	Journal of Consumer Psychology	4	3	1	2.8	0	0.0	-0.2	3	3
0963-1798	Journal of Occupational and Organizational Psychology	4	4	43	2.6	0	-0.5	-0.3	2	2
	<b>Grade Three</b>									
0894-3257	Journal of Behavioral Decision Making	3	3	2	2.8	0	-0.3	-0.3	2	2
1076-8998	Journal of Occupational Health Psychology	3	2	6	2.6	0	-0.3	-0.9	2	1
0046-2772	European Journal of Social Psychology	3	3	5	2.8	0	-0.3	-0.3	2	2
0144-6665	British Journal of Social Psychology	3	4	4	2.7	0	-0.4	-0.3	2	2
0007-1269	British Journal of Psychology	3	4	3	2.5	0	-0.4	-0.4	2	2
0014-0139	Ergonomics	3	0	1	2.8	0	-0.4	-0.5	2	2
0191-8869	Personality and Individual Differences	3	3	2	2.6	0	-0.4	-0.4	2	2
0018-7208	Human Factors: Journal of Human Factors and Ergonomics Society	3	0	2	2.7	0	-0.4	-0.4	2	2
0895-9285	Human Performance	3	3	2	2.5	0	-0.5	-0.4	2	2
0965-075X	International Journal of Selection and Assessment	3	3	3	2.4	0	-0.6	-0.6	2	2
0886-1528	International Review of Industrial and Organizational Psychology	3	3	1	2.6	0				
	<b>Grade Two</b>									
0267-8373	Work and Stress	2	3	13	2.5	1	-0.5	-0.3	2	2
0888-4080	Applied Cognitive Psychology	2	0	1	2.5	0	-0.5	-0.5	2	2
0269-994X	Applied Psychology: An International Review	2	2	4	2.7	0	-0.5	-0.4	2	2
1072-0537	Journal of Constructivist Psychology	2	2	1	2.7	0	-0.5	-0.7	2	1
0167-4870	Journal of Economic Psychology	2	2	11	2.6	0	-0.6	-0.6	2	2
1359-432X	European Journal of Work and Organizational Psychology	2	2	12	2.3	0	-0.6	-0.9	2	1
1046-4964	Small Group Research	2	3	4	2.2	0	-0.6	-0.6	2	2
0021-9029	Journal of Applied Social Psychology	2	2	3	2.3	0	-0.7	-0.6	1	1
0889-3268	Journal of Business and Psychology	2	2	2	2.5	0	-0.7	-0.6	1	1
	<b>Grade One</b>									
0268-3946	Journal of Managerial Psychology	1	1	17	2.4	0				
1072-5245	International Journal of Stress Management	1	0	4	2.4	0				

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	<b>PUBLIC SECTOR MANAGEMENT</b>									
	<b>Grade Four</b>									
1053-1858	Journal of Public Administration: Research and Theory	4	4	8	2.7	1	0.7	0.9	4	4
0887-378X	Milbank Quarterly	4	4	3	2.7	0	3.1	3.6	4	4
0033-3352	Public Administration Review	4	4	17	2.5	0	0.7	0.4	4	4
	<b>Grade Three</b>									
0033-3298	Public Administration: An International Quarterly	3	3	80	2.5	1	0.3	0.2	3	3
0144-5596	Social Policy and Administration	3	3	4	2.6	1	-0.1	-0.3	3	2
1350-1763	Journal of European Public Policy	3	3	10	2.4	0	1.2	0.4	4	4
0958-9287	Journal of European Social Policy	3	3	2	2.2	0	0.2	0.1	3	3
0743-9156	Journal of Public Policy and Marketing	3	3	5	2.7	0	-0.1	0.0	3	3
0263-774X	Environment and Planning C: Government and Policy	3	3	60	2.4	0	-0.5	-0.4	2	2
0047-2794	Journal of Social Policy	3	3	9	2.3	0	-0.5	-0.2	2	3
0305-5736	Policy and Politics	3	3	33	2.5	0	-0.8	-0.5	1	2
	<b>Grade Two</b>									
0095-3997	Administration and Society	2	2	2	2.6	0	-0.1	-0.4	3	2
1471-9037	Public Management Review	2	2	29	2.4	0	-0.2	-1.2	3	1
0261-0183	Critical Social Policy	2	0	5	2.3	0	-0.2	-0.1	3	3
0300-3930	Local Government Studies	2	2	31	2.3	0	-0.8	-0.6	1	2
0161-8938	Journal of Policy Modelling	2	2	4	2.3	0	-0.8	-0.5	1	2
0954-0962	Public Money and Management	2	2	50	2.3	0	-0.9	-0.7	1	1
0271-2075	Public Administration and Development	2	2	4	2.1	0	-1.1	-0.7	1	1
1363-951X	Policing: An International Journal of Police Strategies and Management	2	2	2	1.6	0	-1.1	-0.9	1	1
0951-3558	International Journal of Public Sector Management	2	2	45	2.2	0				
0952-0767	Public Policy and Administration	2	2	22	2.1	0				
0144-2872	Policy Studies	2	2	9	2.2	0				
0010-3802	Community Development Journal	2	2	0		0				
	<b>Grade One</b>									
0309-2402	Journal of Advanced Nursing	1	0	8	2.1	0	0.9	0.8	4	4
0951-4848	Health Services Management Research	1	1	13	2.3	0				
1355-8190	Journal of Health Services Research and Policy	1	1	7	2.6	0				
0952-6862	International Journal of Health Care Quality Assurance	1	1	6	2.2	0				
1477-7266	Journal of Health, Organisation and Management	1	1	6	2.1	0				
1386-9620	Health Care Management Science	1	1	5	2.4	0				
1741-5144	International Journal of Healthcare Technology and Management	1	0	5	2.5	0				
1472-3891	Journal of Public Affairs	1	1	2	2.1	0				
0951-354X	International Journal of Educational Management	1	1	2	1.7	0				

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	<b>SECTOR STUDIES</b>									
	<b>Grade Four</b>									
0191-2615	Transportation Research Part B: Methodological	4	4	5	2.6	1	1.1	1.3	4	4
	<b>Grade Three</b>									
0965-8564	Transportation Research Part A: Policy and Practice	3	3	11	2.2	1	1.1	1.1	4	4
1094-6705	Journal of Service Research	3	3	15	2.5	1	0.8	-1.7	4	1
0899-7640	Non-Profit and Voluntary Sector Quarterly	3	3	3	2.5	1	-1.7	-0.7	1	1
0195-6574	Energy Journal	3	3	2	2.8	0	0.8	0.5	4	4
0041-1655	Transportation Science	3	3	2	2.5	0	0.5	1.6	4	4
1366-5545	Transportation Research Part E: Logistics and Transportation Review	3	3	8	2.6	0	0.0	1.1	3	4
0041-0020	Town Planning Review	3	3	2	2.2	0				
	<b>Grade Two</b>									
0301-4797	Journal of Environmental Management	2	2	3	1.8	0	2.1	1.4	4	4
0049-4488	Transportation	2	2	1	2.4	0	0.9	0.7	4	4
0301-4215	Energy Policy	2	0	16	2.4	0	0.9	0.5	4	4
0308-597X	Marine Policy	2	2	8	2.3	0	0.5	-0.1	4	3
0306-9192	Food Policy	2	2	8	2.3	0	0.1	0.5	3	4
0966-6923	Journal of Transport Geography	2	2	10	2.1	0	0.0	-1.7	3	1
0308-5961	Telecommunications Policy	2	2	7	2.5	0	-0.1	0.1	3	3
0967-070X	Transport Policy	2	0	4	2.2	0	-0.3	-1.7	2	1
1361-9209	Transportation Research Part D: Transport and Environment	2	0	3	2.2	0	-0.3	0.0	2	3
0888-4773	Journal of Sport Management	2	1	1	2.8	0	-0.4	-0.4	2	2
1757-5818	Journal of Service Management (formerly IJSIM)	2	2	17	2.4	0	-0.8	0.2	1	3
0144-1647	Transport Reviews	2	1	2	2.3	0	-0.9	-0.4	1	2
0022-5258	Journal of Transport Economics and Policy	2	2	3	1.9	0	-1.1	-0.5	1	2
0742-597X	Journal of Management in Engineering	2	1	2	2.6	0	-1.4	-0.7	1	1
0264-2069	Service Industries Journal	2	2	92	2.3	0	-1.7	-1.0	1	1
0144-6193	Construction Management and Economics	2	2	10	2.3	0				
0957-8765	Voluntas: International Journal of Voluntary and Non-Profit Organization	2	2	7	2.4	0				
0260-4779	Museum Management and Curatorship	2	2	1	2.0	0				
	<b>Grade One</b>									
0007-070X	British Food Journal	1	1	9	1.8	0	-1.5		1	
0957-1787	Utilities Policy	1	0	10	2.3	0				
1468-5833	British Medical Journal	1	0	9	2.5	0				
0738-1360	Marine Resource Economics	1	0	7	2.0	0				
0961-0405	European Environment	1	0	5	1.8	0				
1048-6682	Non-Profit Management and Leadership	1	1	5	2.2	0				
0040-5000	Journal of Textile Institute	1	0	4	2.3	0				
0959-9916	Journal of Property Research	1	0	4	2.5	0				
0961-3218	Building Research and Information	1	0	4	2.9	0				
0364-152X	Environmental Management	1	0	3	2.6	0				
0969-998X	Engineering, Construction and Architectural Management	1	1	2	2.1	0				

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		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
	<b>SOCIAL SCIENCE</b>									
	<b>Grade Four</b>									
1468-2702	Journal of Economic Geography	4	4	10	2.5	3	2.0	2.1	4	4
0013-0117	Economic History Review	4	4	14	2.5	3	-0.5	-0.8	2	1
0013-0095	Economic Geography	4	4	1	2.8	2	2.0	1.3	4	4
0002-9602	American Journal of Sociology	4	4	2	3.0	2	1.8	2.5	4	4
0003-1224	American Sociological Review	4	4	3	3.0	1	3.0	2.7	4	4
0048-7333	Research Policy	4	4	96	2.6	1	1.6	1.7	4	4
0277-9536	Social Science and Medicine	4	4	11	2.5	1	1.6	1.3	4	4
0360-0572	Annual Review of Sociology	4	4	1	3.1	1	1.2	2.4	4	4
0308-518X	Environment and Planning A	4	4	46	2.5	1	0.6	0.2	4	3
0263-7758	Environment and Planning D: Society and Space	4	4	5	2.7	0	0.9	0.5	4	4
0141-9889	Sociology of Health and Illness	4	0	4	2.8	0	0.6	0.8	4	4
0272-4332	Risk Analysis: An International Journal	4	4	11	2.6	0	0.6	0.3	4	3
	<b>Grade Three</b>									
0022-2186	Journal of Law and Economics	3	4	1	3.2	3	0.0	0.1	3	3
0022-4146	Journal of Regional Science	3	3	3	2.5	2	-0.5	-0.6	2	1
0022-0507	Journal of Economic History	3	3	2	2.5	2	-0.7	-0.8	1	1
0007-1315	British Journal of Sociology	3	3	5	2.6	1	0.2	0.2	3	3
0038-0385	Sociology	3	3	24	2.6	1	0.2	-0.1	3	3
0305-750X	World Development	3	3	17	2.5	1	0.1	0.3	3	3
0034-3404	Regional Studies	3	4	100	2.4	1	-0.5	0.2	2	3
0040-1625	Technological Forecasting and Social Change	3	3	14	2.6	0	0.5	0.1	4	3
0308-5147	Economy and Society	3	3	9	2.6	0	0.4	0.0	4	3
0743-0167	Journal of Rural Studies	3	4	13	2.3	0	0.2	0.6	3	4
0964-1998	Journal of the Royal Statistical Society Series A (Statistics in Society)	3	3	10	2.4	0	0.2	0.0	3	3
0042-0980	Urban Studies	3	3	33	2.4	0	0.1	-0.1	3	3
0166-0462	Regional Science and Urban Economics	3	3	5	2.6	0	-0.1	-0.3	3	2
0960-6491	Industrial and Corporate Change	3	3	30	2.6	0	-0.2	0.1	3	3
0022-0388	Journal of Development Studies	3	3	14	2.5	0	-0.7	-0.6	1	2
0038-0261	Sociological Review	3	3	20	2.6	0	-0.7	-0.5	1	2
0969-2290	Review of International Political Economy	3	3	8	2.5	0	-0.7	-0.5	1	2
1354-5701	Feminist Economics	3	3	4	2.3	0	-0.8	-0.6	1	2
0969-7764	European Urban and Regional Studies	3	3	6	2.4	0	-0.9	-0.3	1	2
0263-2764	Theory Culture and Society	3	3	4	2.7	0	-1.1	-0.8	1	1
0014-4983	Explorations in Economic History	3	3	2	2.4	0	-1.1	-0.9	1	1
	<b>Grade Two</b>									
0081-1750	Sociological Methodology	2	3	1	2.7	0	0.9	0.6	4	4
0309-1317	International Journal of Urban and Regional Research	2	0	5	2.5	0	0.0	-0.3	3	2
1366-9877	Journal of Risk Research	2	2	8	2.6	0	-0.4	-0.7	2	1
0016-3287	Futures	2	2	20	2.3	0	-0.4	-0.7	2	1
0965-4313	European Planning Studies	2	2	11	2.2	0	-0.7	-0.6	2	1
0961-463X	Time and Society	2	2	5	2.5	0	-0.8	-0.7	1	1
0032-3217	Political Studies	2	2	3	2.8	0	-0.9	-0.8	1	1
0031-2290	Parliamentary Affairs	2	2	5	2.0	0	-0.9	-1.2	1	1
0018-7259	Human Organization	2	2	1	2.7	0	-1.0	-0.7	1	1
1356-3467	New Political Economy	2	2	5	2.5	0	-1.0	-0.9	1	1
0570-1864	Annals of Regional Science	2	2	3	2.0	0	-1.0	-1.0	1	1
0002-9246	American Journal of Economics and Sociology	2	2	4	2.7	0	-1.2	-1.2	1	1
0032-3179	Political Quarterly	2	2	2	2.6	0	-1.4	-1.3	1	1
0269-0942	Local Economy	2	2	15	2.1	0				
0309-8168	Capital and Class	2	2	10	2.3	0				
0810-9028	Prometheus	2	2	10	2.3	0				
0302-3427	Science and Public Policy	2	2	8	2.6	0				
1475-1461	Socio-Economic Review	2	2	7	2.6	0				
0034-6764	Review of Social Economy	2	2	5	2.5	0				
0391-5115	Journal of European Economic History	2	2	4	2.6	0				
1088-1980	Journal of Industrial Ecology	2	2	4	2.6	0				
1356-3890	Evaluation	2	2	3	2.3	0				
1746-5680	Society and Business Review	2	2	3	2.4	0				

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0733-558X	Research in the Sociology of Organizations	2	3	2	2.7	0				
	<b>Grade One</b>									
0958-2029	Research Evaluation	1	0	4	2.6	0	-0.4	-0.6	2	1
1369-118X	Information, Communication and Society	1	1	10	2.2	0				
0144-333X	International Journal of Sociology and Social Policy	1	1	4	2.5	0				
1095-9262	International Journal of Sociology of Law	1	0	4	2.0	0				

ISSN	Journal Title	Ratings		RAE 2008		World 'Elite' Count	JCR data standardised by field			
		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
	<b>STRATEGIC MANAGEMENT</b>									
	<b>Grade Four</b>									
0143-2095	Strategic Management Journal *	4	4	39	2.8	8	1.6	1.8	4	4
	<b>Grade Three</b>									
1058-6407	Journal of Economics and Management Strategy	3	3	4	2.9	1	-0.6	-0.4	2	2
0742-3322	Advances in Strategic Management	3	3	2	2.8	0	0.1	-0.5	3	2
0024-6301	Long Range Planning	3	3	49	2.5	0	-0.1	-0.3	3	2
	<b>Grade Two</b>									
0953-7325	Technology Analysis and Strategic Management	2	2	38	2.4	0	-1.0	-0.6	1	2
1086-1718	Strategic Change	2	2	46	2.2	0				
0964-4733	Business Strategy and the Environment	2	2	18	2.4	0				
1476-1270	Strategic Organization	2	2	2	2.2	0				
	<b>Grade One</b>									
1469-7017	Journal of Change Management	1	0	5	1.7	0				
0955-6419	Business Strategy Review	1	1	2	2.8	0				
1463-6689	Foresight	1	1	1	2.6	0				

ISSN	Journal Title	Ratings		RAE 2008		World 'Elite' Count	JCR data standardised by field			
		ABS 2010	ABS 2009	Total Cites	Mean GPA for output		Impact Factor 2008	Five Year Mean Impact	Impact Factor 2008 Quartile	Five Year Mean Quartile
	<b>TOURISM AND HOSPITALITY MANAGEMENT</b>									
	<b>Grade Four</b>									
0160-7383	Annals of Tourism Research	4	4	42	2.3	2	-0.7	-0.7	1	1
0261-5177	Tourism Management	4	3	41	2.2	1	0.7	0.7	4	4
	<b>Grade Three</b>									
0047-2875	Journal of Travel Research	3	3	22	2.3	1				
	<b>Grade Two</b>									
0278-4319	International Journal of Hospitality Management	2	2	17	2.1	1				
1099-2340	International Journal of Tourism Research	2	2	29	2.1	0				
1368-3500	Current Issues in Tourism	2	2	15	2.1	0				
0959-6119	International Journal of Contemporary Hospitality Management	2	2	10	1.8	0				
0261-4367	Leisure Studies	2	2	7	2.1	0				
1354-8166	Tourism Economics	2	2	8	2.0	0				
1083-5423	Tourism Analysis	2	2	4	1.9	0				
1461-6688	Tourism Geographies	2	2	3	2.1	0				
1479-053X	Tourism and Hospitality: Planning and Development	2	2	3	2.2	0				
1468-7976	Tourist Studies	2	2	2	2.2	0				
1096-3480	Journal of Hospitality and Tourism Research	2	2	1	2.3	0				
	<b>Grade One</b>									
0966-9582	Journal of Sustainable Tourism	1	1	17	2.1	0				
0263-2772	Facilities	1	0	7	1.8	0				
1352-7258	International Journal of Heritage Studies	1	1	5	1.8	0				
1360-6719	Managing Leisure: An International Journal	1	1	5	2.1	0				
0250-8281	Tourism Recreation Research	1	0	4	2.1	0				
1356-7667	Journal of Vacation Marketing	1	1	3	2.2	0				
1447-6770	Journal of Hospitality and Tourism Management	1	0	3	2.0	0				
1054-8408	Journal of Travel and Tourism Marketing	1	1	2	2.1	0				
1473-8376	Journal of Hospitality, Leisure, Sport and Tourism Education	1	1	2	1.5	0				
0010-8804	Cornell Hotel and Restaurant Administration Quarterly	1	2	1	1.2	0				





## Appendix L

### Forms

#### L.1 Proposal for Research funding



1.

Department:.....

College/Affiliation:.....

**2. The Scientific Research Project**

- Title:.....
- Exepected Date of Commencement:.....
- Period(months /Years):.....
- Total Exepected Cost/Budget :(B.D): .....

**3. Research Team**

- Principal Researcher:.....
- Co-Researcher:.....

**4. Aims of the Project:**

- ....
- ....

**5. Proposal Summary (Not more than 150 words Words)**

- The Proposal  
.....  
.....  
.....  
.....  
.....  
.....

For more details , Use separate paper (refer to Case-for-Supoort guidelines)

- Do you think that The project can fit an M. Sc. Thesis?.....

**6. Methods and Procedures of Implementations.**

- ....
- ....
- .....



## 7. Required Materials and Equipements....

I.No.	Material or Equipment	Available in The University/ Y/No	Expected Buying cost	Notes
•	Equipment or material			
•	Operational Material			
•	Stationary			
•	References			

## 8. Time Table

	Stages	This stage include:	Starting Date	Finishing Date
	Stage 1			
	Stage 2			
	Stage 3			
	Stage 4			

## 9. Recommendations and Approval

Head of the Department: ..... Dean of the College :.....  
 ..... ..

## 6. Approval by Dean of Scientific Research and Graduate Studies

.....  
 .....

## **L.2   Research and Development Ethical Form**



# Ethical review procedures

## Undergraduate and Postgraduate Student Projects - Taught Degree Programmes

An ethical review should be undertaken as part of the drawing up terms of reference for the project. This comprises the following:

For ethical compliance to be embraced and be effective a procedure is adopted which is based on an escalation process dependent upon the severity of the ethical issue. This review uses a simple form comprising a checklist of ethical issues and an outcomes section.

The student/researcher completes the form and attaches appropriate supporting evidence, e.g. the terms of reference for the project, a copy of any consent form, and a copy of survey instrument, to ensure that the reviewer is able to assess the Human research ethics implications of the research project.

There are four possible outcomes to an ethical review:

1. No ethical issues
2. Minor ethical issues which have been addressed and concerns resolved
3. Major ethical issues which have been addressed and concerns resolved
4. Ethical issues that have not been resolved

The project supervisor should sign the ethical review form for those projects with the first two outcomes. The project supervisor should record the outcome of the ethical review in the appropriate way. The completed form duly signed should be kept by the student. The student must give a copy of the form to the supervisor who should keep it for reference. A copy of the form must be included in the project report when it is submitted for assessment.

Projects with the third outcome should be signed by the project supervisor and a copy of the review form submitted for information to the Human Research Ethics subcommittee. The completed form duly signed should be kept by the student. The student may start work on the project immediately.

Projects with the fourth outcome should be signed by the project supervisor and a copy of the review form submitted to the Faculty Human Research Ethics committee for resolution. These projects cannot commence until the matter is resolved.



## APPLICATION FORM TO GAIN APPROVAL FOR ACTIVITIES INVOLVING HUMAN RESEARCH

The University requires that approval is obtained by members of staff of the University and by students of the University who wish to engage in the type of research detailed below. Please use this form for an application if your research involves:

1. Gathering information from or/and about individual human beings (and organisations) through:
  - interviewing
  - surveying
  - questionnaires
  - observation of human behaviour
  - modifying/disturbing human behaviour
  - interfering in normal physiological and/or psychological processes
2. Using archived data in which individuals are identifiable.
3. Researching into activities which involves direct observation of or contact with those who are or who might reasonably be supposed to be engaged in or have engaged in criminal activities or activities which are related to criminal activity
4. Research which involves a risk of physical or psychological injury to the researcher or any other person involved in the research
5. Supporting innovation that might impact on human behaviour e.g. Behavioural Studies

[It should be noted that in regard to research into illegal activities there are no exclusions or blanket permissions and the University Insurance cover may not apply if the research activity has not been cleared by the University.

**FAILURE TO GAIN APPROVAL FOR YOUR RESEARCH MEANS THAT YOUR PROJECT MAY BE FAILED OR THAT YOU ARE SUBJECT TO DISCIPLINARY ACTION.**



**APPLICATION FORM FOR PROJECT ACTIVITY REQUIRING HUMAN RESEARCH  
ETHICS CONSIDERATION OR APPROVAL**

**Staff/Student Name**

**Programme (if relevant)**

**Title of Research Project**

**Brief description of proposed activity and its objectives:**

**Ethical issues identified:**

**How these will be addressed:**

**How have concerns regarding the safety of the researcher and/or the research subject  
been addressed if applicable?**



**Checklist for applicant:**

Has the research proposal identified any of the following research procedures?

1. Gathering information from or/and about human beings through: Interviewing, Surveying, Questionnaires, Observation of human behaviour
2. Using archived data in which individuals are identifiable
3. Researching into illegal activities, activities at the margins of the law or activities that have a risk of personal injury
4. Supporting innovation that might impact on human behaviour e.g. Behavioural Studies

The following should be considered. Please tick yes as relevant:

- ☐ Providing participants with full details of the objectives of the research
- ☐ Providing information appropriate for those whose first language is not English
- ☐ Voluntary participation with informed consent
- ☐ Written description of involvement
- ☐ Freedom to withdraw
- ☐ Keeping appropriate records
- ☐ Signed acknowledgement and understanding by participants
- ☐ Relevant codes of conduct/guidelines

Are there other/additional factors that could/will give rise to ethical concerns? E.g.  
Communication difficulties

--





**List of accompanying documentation to support the application:**

- (1) A copy of the research proposal
- (2) The details of arrangements for participation of human subjects (including recruitment, consent and confidentiality procedures and documentation as appropriate)
- (3) A copy of all the documentation provided to the volunteer to ensure the clarity of information provided
- (4) A statement of your competence to carry out this research as a student or a brief one page curriculum vitae for each applicant, including recent publications (staff only)
- (5) Other documentation as advised necessary

There are normally four possible outcomes from reviewing the activity against the procedures in place:

1. no ethical issues
2. minor ethical issues which have been addressed and concerns resolved
3. major ethical issues which have been addressed and concerns resolved
4. ethical issues that have not been resolved/addressed

Provisional approval could be given at the discretion of the Research Ethics Committee.

Signature of researcher / student

Date

Signature of supervisor

Date

Dean' signature (Staff only)

Date

### **L.3    Publication Projection Form**

# Deanship of the Scientific research and Graduate Studies

## Form ASU –PP: Pulpication Projection



Name:.....

Department:.....

College:.....

No.	Name of Journals/Conferences	For Conferences, give (1) a rough estimate of costing, (2) time and (3) duration
1		
2		
3		

**Quality Statement:** [Give your assessment of quality for each Conference/Journal (e.g. its standing at an International level). Your statement should be supported by evidences]

### Signatures:

Applicant:.....

Date: .....

Head of Department:.....

Date: .....

Dean:.....

Date:.....

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