

5 November 2014

Dear Members of the International Business Division & AIB-Canada Chapter:

Preparation for the ASAC 2015 IB Division & AIB-Canada Chapter Conference in Halifax, Nova Scotia, is well under way. As Divisional Editor for the International Business Division, I would be honoured if you would agree to serve as a reviewer for our Division.

Reviewers will examine one to three manuscripts between February 20 and March 8, 2015. Within this relatively short time to review submissions, reviewers must be able to analyse the quality of the manuscripts they receive and send reviews back by March 8, 2015.

The quality of academic meetings depends critically on the invaluable input and presence of the reviewers of the papers – so we fully realize how dependent we are on our able volunteers in this regard. Would you please take a few minutes to complete the reviewer Information below? I hope that you will be able to help the International Business Division in this important role.

Sincerely,

Pao T. Kao (Pao-Tsung.Kao@umanitoba.ca)  
Divisional Editor, International Business Division  
University of Manitoba, Uppsala University

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1. I would be willing to serve as a **Reviewer** for the ASAC 2015 IB Division Yes  No

If **Yes**, I understand that my responsibility would be to provide the Divisional Editor with written comments concerning the quality of the manuscripts reviewed and to make suggestions that would increase quality.

2. I would be willing to serve as a **Session Chair** during the Conference. Yes  No

3. I would be willing to serve as a **Session Discussant** during the Conference. Yes  No

4. I can evaluate manuscripts written in: English  French

My main area(s) of interest is (are): \_\_\_\_\_

Contact information

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Institution: \_\_\_\_\_ Position: \_\_\_\_\_

Contact number (optional): \_\_\_\_\_

