

Journal of Case Studies
Timeline 2018-2019:
JCS Vol 37 (1) JCS Vol 37 (2) Special Issue GJCS Vol 37 (3)

- July 12-14** Workshop at Lipscomb University, Nashville, TN
- Sept. 17** Deadline for submitting revised workshop case for publication consideration. Please submit the following to journalofcasestudies@gmail.com:
1. the author(s) information file (with author(s) information—name, affiliation, email, phone number, reviewing interests),
 2. the summary,
 3. the case,
 4. the teaching note,
 5. the memo that addresses workshop reviewer comments, and
 6. the verification that all authors are up-to-date on their SCR dues
- [Authors will sign publishing agreement prior to publication. The case will not be published without it.]
- Oct. 1** Editors forward cases, teaching notes, and memos to reviewers. For every case that you submit, you will be given at least one case to review. *Cases submitted directly to the journal and not reviewed at the summer workshop enter the review process here.*
- Nov. 2** Reviewers return recommendations and comments to journalofcasestudies@gmail.com.
- Nov. 16** Editors forward reviewers' recommendations and comments to the corresponding author.
- Jan. 18** Deadline for corresponding author to submit second revision. Please submit **three** files to the email address--journalofcasestudies@gmail.com (case, teaching note, and memo).
- Feb. 1** Editors forward cases, teaching notes, and memos to reviewers for second review. *Cases submitted directly to the journal and not reviewed at the summer workshop enter the review process here.*
- March 4** Reviewers send their final recommendations to journalofcasestudies@gmail.com.
- March 29** Authors receive notification regarding their cases.
- April 22** **For Vol. 37.** Corresponding author emails final copy to the Editor. Cases that violate Editorial Guidelines at this point will be deferred or rejected. Please submit the following to journalofcasestudies@gmail.com:
- Summary, case, teaching note, signed publication agreement, and signed permission documents, if appropriate to the case.

Accepted cases published at www.sfcjcs.org--Vol. 37 (1), Vol. 37 (2), or Special Issue GJCS Vol. 37 (3)

Please contact the editors Beth Jones (jones_e@calu.edu) or Britt Shirley (bshirley@ut.edu) or journalofcasestudies@gmail.com if you have any questions or if we may be of assistance.