



ASSET MANAGEMENT COUNCIL

The Asset Journal

Official publication of the Asset Management Council

Please carefully review our guidelines and contact *The Asset Journal* to discuss your proposed article topic. Use the information below to help frame your thoughts about your pitch.

About the Asset Management Council

Our mission is to create a broad awareness of the value of asset management, nurture a common understanding of asset management and provide a portal to asset management knowledge and resources.

The Asset Journal

The Asset Journal covers asset management and maintenance topics. We place a particular emphasis on leading-edge issues in the areas of organisation and individual asset management case studies, technical advancements and strategic applications of asset management.

Before You Begin Writing

Before you begin writing your article, you are encouraged to contact the editor at theasset@amcouncil.com.au to outline your proposed idea.

How We Will Edit Your Article

Our intention is to help authors clearly explain technical terms and jargon in order to make possibly complex ideas more accessible. Our goal is to work collaboratively, as directed by the peer review process, but we will edit and rewrite as necessary in order to engage our primary audience - the asset management community in Australia and Internationally.

The Asset Journal readers value articles that are not perceived to be promotional material for the author or the organisation the author represents; we expect authors to approach their subjects accordingly.

Editorial Submissions

Please send all editorial submissions in a Microsoft Word document as an e-mail attachment to theasset@amcouncil.com.au. Diagrams and photographs are to be sent separately as high res JPEG or TIFF files (max. file size 2Mb, no more than 100 ppi resolution). The separate files must be clearly identified to which part of the text they relate to.

The Asset Journal Editorial Policy

The Asset Journal reserves the right to decide at any point in the process not to publish an article.

In a letter or e-mail accompanying your submission, you must state that your article is your own original work, has not been published elsewhere, and will not be submitted to another journal or magazine unless it is declined for publication by *The Asset Journal*. If a submission has more than one author, each author must stipulate as described above.

The Asset Journal will consider articles based on previously published research if your treatment of the material thoroughly and explicitly develops the implications of that research for the practice of asset management. If your submission is based on a book you've recently written, *The Asset Journal* article must be different in some clear and significant way, which you will stipulate in your submission letter.

Editorial Processing

Every *The Asset Journal* submission will undergo an internal review process involving both *The Asset Journal* editors. This process may take as long as 6 to 8 weeks, after which submissions are either rejected or accepted for possible publication. (Although we will make every effort to do so, we cannot guarantee that we will be able to provide you with detailed comments on rejected submissions.) The decision to publish your article is ultimately based on the following factors:

1. successful completion of the peer review process
2. the judgment of *The Asset Journal* editors
3. satisfactory editing and/or revision process that meets *The Asset Journal* standards if necessary
4. signing of Copyright Transfer Form given to author/s once submission is accepted

All editorial decisions are final as communicated to you. We will as far as possible advise you of a potential publication date.

Editorial Suggestions to Keep in Mind

Keep your submission between 4,000 - 6,000 words, including any references and text sidebars. Please include a summary of any research methodologies you have used as an appendix to the paper. (This appendix does not factor into your total word count.) If your article is accepted for publication, the editors may condense the methodology into a brief sidebar when appropriate.

Keep the tone of your article serious and professional but conversational and avoid generalisations. Be specific and back up any broad statements with quantifiable fact.

As the author, you are responsible for all facts, including dates and the correct spelling of names of both people and organisations. You are also responsible for obtaining permission from persons that may from time to time be in photographs, to publish their photographs. A release form may be required if photographs with clearly recognisable persons (other than persons in the public eye) is submitted for publishing. At the conclusion of *The Asset Journal's* internal review processes, you will have one opportunity to comment on *The Asset Journal's* editing of your article, and propose final changes. *The Asset Journal's* editors will determine which, if any, changes will be accepted at this stage. Please understand that our review process does not allow for repeated rounds of revision. *The Asset Journal* editors will make all decisions about article titles, placement, and any illustrations.

References and Endnotes

The Asset Journal requests that authors place in the text superscripted numbers that refer to a list of citations assembled at the end of the article. Those endnotes will be prepared in *The Asset Journal's* house style.

We will seek your guidance in properly placing citations/endnotes within the text of your article. It is possible that an endnote may contain several related items, or that several citations that occur in a single paragraph may be grouped under one number.

The Asset Journal Article Types

We welcome innovative ideas for article structure and format, and welcomes articles in the following styles as well.

- ▶ **Case studies:** Articles that examine applied theory, a single trend, methodology or 'best practice' – either in a single organisation or in several, are welcome. The structure of such articles should include significant background/contextual information to frame the presentation of the case studies.

- ▶ **Original research findings/updates on research in progress:** Articles are intended to be research-driven wherever possible, e.g., based on survey data or on a comparative reading of current, relevant industry literature. Recognising that funding for academic research in the association arena is limited, authors are encouraged to use the pages of *The Asset Journal* to report preliminary findings and seek participants for further research.
- ▶ **Commentary on previous articles:** Part of the mission of the Journal is to foster communication and dialogue among the asset management community; follow-up reporting or data-driven trend analysis is an appropriate subject for the journal.

Commentary/Readers' Guides

Some articles are published alongside commentary from a professional with subject-matter expertise on the topic. We encourage authors to suggest candidates to provide that commentary, however *The Asset Journal* reserves the right to choose the provider or whether this commentary is applied at all.

Since issues of the journal are published with discussion guides, authors are encouraged to suggest questions for inclusion in the guide.

Post Publication:

Upon publication, each author will receive a complimentary copy of the journal issue in which the article appears.

How to Contact Us

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