

# Call for Paper

**GLOBAL**  
IBFR  
The Institute for Business and Finance Research

**27<sup>TH</sup> GCBF**

**COSTA RICA**

**SAN JOSE**

**MAY 28-31, 2019**

You are invited to participate in The 27<sup>th</sup> Costa Rica Global Conference on Business and Finance (GCBF) – San Jose, Costa Rica. The Conference, sponsored by The Institute for Business and Finance Research, LLC (IBFR), will be held from May 28-31, 2019 at the Wyndham Herradura San Jose Hotel, San Jose, Costa Rica.

Costa Rica is often referred to as the Switzerland of Central America and was recently identified in an international study as the happiest place on earth. Costa Rica is a world renowned cultural and environmental destination with tremendous diversity. It has an active volcano, beautiful mountain ranges, world class beaches, abundant rainforest, and numerous other attractions. Many of these attractions are a day trip from the conference hotel. Visit our website at [www.theibfr.com/costa-rica/](http://www.theibfr.com/costa-rica/) and [www.theibfr.com/hotel-us/](http://www.theibfr.com/hotel-us/) for additional information. A detailed call for papers is available at: [www.theibfr.com/costa-rica/](http://www.theibfr.com/costa-rica/)

The conference welcomes papers from academics, including professors, students, and industry practitioners. Non presenting participants are also welcome. The conference welcomes individuals wishing to earn Continuing Professional Education (CPE) credits. We can provide a document to verify your hours of participation for possible CPE credit.

Theoretical and empirical papers in all areas of business, finance, marketing, management, accounting, MIS, public administration, economics, business law, business education, agribusiness, health care administration, tourism and related fields are welcome. Case studies in all areas of business, finance and related fields are also welcome. Papers do not need to be global in nature. An Internet Session will be offered for those unable to make the trip to the conference venue.

## **SHARE THIS CALL**

We request that you kindly share this call with your colleagues. The detailed call for papers link is: [www.theibfr.com/costa-rica/](http://www.theibfr.com/costa-rica/)

## **BENEFITS OF ATTENDING THE CONFERENCE**

- Network with other professionals
- Present your research at an international conference
- Receive feedback from colleagues on your research
- Publish a short version of your paper in the refereed conference proceedings
- Compete for the Best Paper in Session award
- Compete for the Outstanding Research Award
- Have your paper considered for publication in a peer reviewed journal
- Network with potential employers and employees
- Meet Journal Editors
- Visit a beautiful destination

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## **IMPORTANT DATES (must be received at our office by)**

### **Submission for presentation consideration**

Regular (Full Benefits):	On or before March 25, 2019
Late Submissions (Full Benefits):	March 26, 2019 to April 29, 2019
Limited Benefits:	April 30, 2019 to May 31, 2019

### **Registration and Payment**

Regular (Full Benefits):	On or before April 8, 2019
Late (Full Benefits):	April 9, 2019 to April 26, 2019
Limited Benefits:	April 27, 2019 to May 31, 2019

Award submission (optional):	April 12, 2019
Proceedings submission (optional):	April 15, 2019
Hotel Booking Deadline:	April 25, 2019
Event dates:	May 28-31, 2019

### **About the Submission and Payment Dates**

Submissions received and paid by the regular submission and payment deadline receive the full benefits of the conference and the regular registration fee.

Submissions received and/or paid during the late registration and late payment periods receive the full benefits of the conference but are subject to the late registration fee.

Submissions received and/or paid in the limited benefits period receive reduced benefits and are subject to the late registration fee. The applicable limitation in benefits depends upon when your paper is submitted and paid. Please contact the conference organizer for details ([admin@theibfr.com](mailto:admin@theibfr.com)).

## **HOW TO PARTICIPATE: PLEASE FOLLOW THESE STEPS**

### **Type of Participation**

You can participate in an internet session or onsite. In either case, you can participate as presenter or a non-presenter. The internet session is designed for those who cannot travel to the conference venue. Onsite participation is designed for those who will travel to the conference venue. You must select internet or onsite during the registration process. Type of participation may be changed until April 26, 2019, by contacting the conference chair at [admin@theibfr.com](mailto:admin@theibfr.com).

### **Onsite Non-Presenting Conference Attendees**

1. Download the appropriate full call for papers ([www.theibfr.com/united-states/](http://www.theibfr.com/united-states/))
2. Process your registration form ([www.theibfr.com/registration/](http://www.theibfr.com/registration/))
3. Pay your registration fees ([www.theibfr.com/how-to-pay/](http://www.theibfr.com/how-to-pay/))
4. Two weeks prior the event, the detailed program will be available in our website at [www.theibfr.com/conference-program/](http://www.theibfr.com/conference-program/). You will receive an email notification.
5. Onsite participants will receive their receipt and conference materials during registration

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## Onsite Presenting Conference Attendees

1. Download the appropriate full call for papers ([www.theibfr.com/united-states/](http://www.theibfr.com/united-states/))
2. Initial Conference Submission - Submit your 200-word abstract, work-in process or full paper by the appropriate deadline. (<https://www.theibfr.com/conference-submission/>)
3. After you submit your paper, you can expect to hear from us within 10 business days.
4. Registration - For accepted papers, process your registration form ([www.theibfr.com/registration/](http://www.theibfr.com/registration/))
5. Pay your registration fees ([www.theibfr.com/how-to-pay/](http://www.theibfr.com/how-to-pay/))
6. Proceedings Submission - Process your proceedings submission  
Publishing in the proceedings is optional. If you wish to publish in the proceedings, you must complete the following steps. Early submissions are greatly appreciated.  
Part A: Prepare your 2-10 page document according to the proceedings guidelines ([www.theibfr.com/guidelines/](http://www.theibfr.com/guidelines/)).  
Part B: Prior to the proceedings deadline, submit your paper using the proceedings submission form ([www.theibfr.com/submit-proceedings/](http://www.theibfr.com/submit-proceedings/)).  
Note: Your initial submission or your award submission will not be processed for the proceedings. A separate submission is required for proceedings submissions.
7. Award Submission - Participation in the Award completion is optional.  
Part A: Prior to the award submission deadline (early submissions are greatly appreciated), submit your paper to: ([www.theibfr.com/award-submission/](http://www.theibfr.com/award-submission/)).  
Note: Your initial submission or your proceedings submission will not be processed for the awards. A separate submission is required for award submissions.
8. Two weeks prior the event, the detailed program will be available in our website at [www.theibfr.com/conference-program/](http://www.theibfr.com/conference-program/). You will receive an email notification.
9. Onsite participants will receive their receipt and conference materials during registration

## Internet Session Presenting Participants

1. Complete steps 1 through 7 above.
2. You will receive an email with instructions on how to participate in the internet session.
3. Complete the mailing instructions form ([www.theibfr.com/internet-session-mailing/](http://www.theibfr.com/internet-session-mailing/))
4. Two weeks prior the event, the detailed program will be available in our website at [www.theibfr.com/conference-program/](http://www.theibfr.com/conference-program/). You will receive an email notification.
5. You will receive an email stating the date your conference welcome package will be mailed. Conference welcome package for internet participants are mailed approximately 10 days prior to the event.

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### **Internet Session Non-Presenting Participants**

1. Download the appropriate full call for papers ([www.theibfr.com/united-states/](http://www.theibfr.com/united-states/))
2. Process your registration form ([www.theibfr.com/registration/](http://www.theibfr.com/registration/))
3. Pay your registration fees ([www.theibfr.com/how-to-pay/](http://www.theibfr.com/how-to-pay/))
4. You will receive an email with instructions on how to participate in the internet session.
5. Complete the mailing instructions form ([www.theibfr.com/internet-session-mailing/](http://www.theibfr.com/internet-session-mailing/))
6. Two weeks prior the event, the detailed program will be available in our website at [www.theibfr.com/conference-program/](http://www.theibfr.com/conference-program/). You will receive an email notification.
7. You will receive an email stating the date your conference welcome package will be mailed. Conference welcome package for internet participants are mailed approximately 10 days prior to the event

### **INITIAL CONFERENCE SUBMISSION**

**Regular Submissions: On or before March 25, 2019**

**Late Submissions: March 26, 2019 to April 29, 2019**

**Limited Benefits Submission: April 30, 2019 to May 31, 2019**

**Submit at: [www.theibfr.com/conference-submission/](http://www.theibfr.com/conference-submission/)**

Submit a 200-word abstract, work-in process or full paper ([www.theibfr.com/conference-submission/](http://www.theibfr.com/conference-submission/)). Early submissions are greatly appreciated. A single attending author may present a maximum of three papers onsite. The presentation, award submission and proceedings submission for a paper must all be in the same language. Submission of your paper implies you have read and agree to the GCBF statement of ethics and malpractice located at: [www.theibfr.com/ethics-and-malpractice-policies/](http://www.theibfr.com/ethics-and-malpractice-policies/). By submitting a paper, you certify that all co-authors are properly acknowledged, are aware of the submission and consent to presentation of the work. All submissions must be in Microsoft Word format. Include the contact information for all authors on the first page of the document. You will receive an email containing an acceptance or rejection letter within 10 business days. The letter will contain a submission number that you should include in all further correspondences.

### **About the Internet Session**

An internet session will be available for those who cannot make the trip to the conference. Visit our website for detailed information about the internet session [www.theibfr.com](http://www.theibfr.com). If you register for onsite presentation and later want to change to the internet session, please notify us as soon as possible, but no later than **April 26, 2019**. Otherwise, we will not be able to re-schedule your presentation or mail your conference welcome package. We only mail conference welcome packages to registered internet session participants. Internet session participants are responsible for providing valid delivery addresses. Keep in mind that our mailings usually occur during the Christmas Holiday season and school breaks.

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#### **Author and Title Changes**

Authorship, authorship order, paper title and paper language must be the same for presentation, proceedings and award submissions. In the event of an authorship, authorship order, paper title or paper language change after your initial submission, you must e-mail [editor@theibfr.com](mailto:editor@theibfr.com) to request the changes. Requests for changes must be received at our office no later than **April 26, 2019**.

#### **REGISTRATION AND CONFERENCE FEES**

**Regular registration and Payment Receipt: On or before April 8, 2019**

**Late Registration and Payment Receipt: From April 9, 2019 to April 26, 2019**

**Limited Benefits Registration and Payment Receipt: From April 27, 2019 to May 31, 2019**

Registration fees are not refundable or transferable. At least one author per paper must register and pay the conference registration fee. All attending individuals must register and pay the full registration fee. Registration fees are as follows:

#### **Regular registration fees**

**For payments received on or before April 8, 2019**

Presenting attendees (one paper):	US\$390
Presenting students (one paper):	US\$360 (*)
Non-presenting attendees:	US\$390
Non-presenting students:	US\$360 (*)

#### **Late Registration Fees**

**For payments received between April 9, 2019 and April 26, 2019**

Presenting attendees (one paper):	US\$440
Presenting students (one paper):	US\$410 (*)
Non-presenting attendees:	US\$440
Non-presenting students:	US\$410 (*)

#### **Limited Benefits Registration Fees**

**For payments received between April 27, 2019 and May 31, 2019**

Presenting attendees (one paper):	US\$440
Presenting students (one paper):	US\$410 (*)
Non-presenting attendees:	US\$440
Non-presenting students:	US\$410 (*)

#### **Other fees**

Additional paper fee	US\$80 (**)
Additional meal ticket	US\$30 (***)
Additional fee for papers with 5 or more authors	US\$50
Additional proceedings fee	US\$50

(\*) Proof of student status is required

(\*\*) There is an US\$80 fee for each additional paper you wish to present

(\*\*\*) you may purchase additional meals tickets for your spouse or guests. Meal tickets are not available for unregistered authors or coauthors.

Please note that the registration fee applies to all attending authors. The registration form and payment information are available at: [www.theibfr.com/registration/](http://www.theibfr.com/registration/) and [www.theibfr.com/how-to-pay/](http://www.theibfr.com/how-to-pay/)





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#### **What is Included with your Registration Fee**

Paid attendees are entitled to make a 15 to 20 minute presentation, all conference materials, coffee breaks, publish in the proceedings, and participate in the award competitions. Unpaid authors may not attend sessions, present papers or attend social events.

Registered and paid attendees will receive a conference welcome package that includes a program and proceedings media. The welcome package includes a certificate of participation for all co-authors. A certificate of presentation will be issued to registered and paid authors only. In addition, if you submit your paper for the award competition and win, the registered and paid attendee receives an outstanding research certificate an award plaque, and reviewer comments.

#### **Non-Registered and Unpaid Coauthors**

Co-authors who are unregistered or unpaid may not participate in the conference. Unregistered and unpaid authors may not present on behalf of a paid coauthor. Unregistered and unpaid coauthors are not entitled to a presentation certificate. In the event of an award winning paper, unregistered and unpaid coauthors will not receive award certificates, plaques or other documentation. The presence of an unpaid coauthor at a paper presentation or social event violates IBFR ethics policies.

#### **Best in Session Award**

Based on a peer-review process, one paper will be selected as the best paper in each session for an award. Only registered and paid authors of Best in Session Award Winners will receive a certificate. Certificates will be awarded at the luncheon or award ceremony. Authors of Best in Session Award Winning papers are invited to submit their papers to our regular review process for possible publication.

#### **Sponsored Food and Beverage**

During the opening reception, Hors d'oeuvres and soft drinks will be provided by the Institute for Business and Finance Research. The networking luncheon will be sponsored by Accounting and Taxation. The award ceremony will be sponsored by The International Journal of Business and Finance Research and Business Education & Accreditation. Additional luncheon tickets are available for purchase for those participants attending with a guest(s) or spouse. The price per ticket is \$30. These tickets are not available to non-registered co-authors.

#### **PROCEEDINGS SUBMISSION INSTRUCTIONS**

Publishing in the Refereed Conference Proceedings is optional and free to registered and paid conference attendees.

Submission of your paper for proceedings publication implies the paper is your own work and you have obtained the appropriate consent from all co-authors for publication. Submission of your paper for proceedings publication implies you have read and agree to the GCBF statement of ethics and malpractice located at: [www.theibfr.com/ethics-and-malpractice-policies/](http://www.theibfr.com/ethics-and-malpractice-policies/).

Conference proceedings are published under the title "Global Conference on Business and Finance Proceedings." The conference proceedings are distributed online, and on electronic media. Please visit our website for current proceedings distribution and indexing information [www.theibfr.com/conference-proceedings/](http://www.theibfr.com/conference-proceedings/)



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You can publish a short 2-5 page version of your paper or a full version of your paper, not to exceed 10 pages. Proceeding submissions must be a minimum of 2 pages and maximum of 10 pages in length properly formatted. We encourage you to publish a short version of your paper in the proceedings.

All proceedings submissions must be in MS Word and must be formatted according to our proceedings guidelines located at [www.theibfr.com/guidelines/](http://www.theibfr.com/guidelines/). Only properly formatted proceedings submissions will be published. The MS Word file should include your submission name. Use the proceedings submission form to process your submission, [www.theibfr.com/submit-proceedings/](http://www.theibfr.com/submit-proceedings/) Please make your submission as early as possible, but not later than deadline for proceedings submissions. The Institute reserves the right to exclude from publication tables or figures that are un-editable or have readability problems.

#### **AWARD SUBMISSION INSTRUCTIONS**

Participation in the award competition is optional. Papers honored with the Outstanding Research Award at the conference will be offered publication in one of our affiliated journals. Registered and paid authors of award winning papers will receive a certificate, award plaque, reviewer comments, and official journal publication acceptance letter.

Award submissions are processed in the same fashion as a direct submission to our journals. For award consideration, please submit the full version of your paper as early as possible, but not later than the deadline for award submissions at [www.theibfr.com/award-submission/](http://www.theibfr.com/award-submission/). The Microsoft Word file should include your submission number. Your paper must be in Microsoft Word. The acceptance letter will provide detailed information on how to publish your paper including deadlines, payment date, and reviewers required changes. Award winners are required to properly format their document and make any other changes required by the editor prior to journal publication.

Submitting a paper for award consideration implies the paper is your own work, has not been published elsewhere and is not under publication consideration elsewhere. Submission of your paper for award consideration implies you have read and agree to the GCBF statement of ethics and malpractice located at: [www.theibfr.com/ethics-and-malpractice-policies/](http://www.theibfr.com/ethics-and-malpractice-policies/). Moreover, submitting a paper for award consideration implies that you are prepared to make any changes required by the reviewers and pay the journal publication fee per properly-formatted page. Current publication fees are US\$300 for papers with 10 or less pages or US\$30 per page for papers with 11 or more pages. If your paper has more than 3 authors, a US\$50 fee will apply for each additional author. Additional fees apply to papers that must be sent for professional editing or that require formatting. These fees only apply if your paper is an award winner and has been offered publication in one of our journals. Please visit [www.theibfr.com/our-journals/](http://www.theibfr.com/our-journals/) for additional information.

Again, please note that your initial submission, proceedings and award submissions are processed separately, so each must be submitted separately.

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#### **Affiliated Journals**

The Conference is affiliated with eight peer-reviewed journals: The International Journal of Business and Finance Research, International Journal of Management and Marketing Research, Global Journal of Business Research, Accounting and Taxation, Business Education and Accreditation, Review of Business and Finance Studies, Revista Internacional Administración & Finanzas (Spanish Language) and Revista Global de Negocios (Spanish Language). The journals are distributed in print, and electronically. Please visit our website for current journal specific distribution, ranking and indexing information [www.theibfr.com/our-journals/](http://www.theibfr.com/our-journals/). Papers honored with the Outstanding Research Award at the conference will be offered publication in one of our journals. In addition, papers receiving the Best Paper in Session Award are reviewed for possible journal publication.

#### **HOTEL**

##### **Deadline: April 25, 2019**

We encourage you to stay at the conference hotel and to arrange for your lodging early. Costa Rica is a popular destination and hotels do sell out. We have arranged for a small block of rooms at Wyndham Herradura San Jose Hotel and Convention Center at a special rate of \$100 (single or double) per night plus taxes. This rate includes breakfast. This rate is available for the dates from May 28, 2019 through May 31, 2019.

To receive the special \$95 rate at the Wyndham Herradura, you must make your reservations directly with the hotel. The special rate is available until **April 25, 2019**, or until the available block of rooms is reserved, whichever occurs first. You can make reservations by calling 506-2209-9800 and asking for the IBFR-GCBF (Institute for Business and Finance Research) Group rate or by email: [reservaciones@wyndhamherradura.com](mailto:reservaciones@wyndhamherradura.com). Be sure to indicate to the hotel that you will be attending the GCBF and would like to receive the special rate. After **April 25, 2019**, or after the block of rooms is filled, the hotel may not honor the special rate and regular rates may apply. The Trip Advisor rating for this hotel is 3.5 Stars.

#### **TRAVEL INFORMATION**

Costa Rica has two international airports. You will want to fly to the San Jose International Airport (SJO) in San Jose, Costa Rica. Airfare to San Jose is very reasonable from many cities. The Conference hotel is near the San Jose International Airport and offers complimentary airport shuttle service. Please visit the hotel website at [www.wyndhamherradura.com](http://www.wyndhamherradura.com) for hours of operation. Alternatively, there is a wide selection of taxis that provide service to and from the Airport. You can also visit the hotel website at [www.wyndhamherradura.com](http://www.wyndhamherradura.com) for additional information about the facilities and transportation.

#### **VISA INFORMATION**

Please contact the Costa Rica consulate for visa and vaccination requirements. The IBFR will only issue letters of support for visa applications for registered and paid conference attendees. Conference attendees must allow the Institute two weeks to prepare visa support letters.

#### **OTHER INFORMATION**

##### **Presentation Equipment**

Each conference room will be equipped with a computer and LCD projector. The computers will be equipped with Microsoft Office 2010, 2013 or 2016. Presentation rooms will not be equipped with internet connections. Visit [www.theibfr.com/presentation-equipment/](http://www.theibfr.com/presentation-equipment/) for information about our projection equipment.



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#### **Conference Etiquette**

The Institute encourages the positive exchange of ideas. Spirited debate related to issues presented in conference sessions is welcome and encouraged. However, participants must frame all comments in a positive tone. Under no circumstances should participants make personally demeaning or insulting comments. Participants must not make degrading comments about a presenter's work.

#### **Appropriate Attire**

Business casual attire is appropriate for all events.

#### **CONFERENCE CANCELLATIONS AND PAPER REASSIGNMENT**

The Institute reserves the right to relocate the conference, cancel the conference or to reassign some, or all, presentations to the internet sessions in the event of a natural disaster, terrorist event, civil unrest, war, strike, illness or other unusual circumstances as determined solely at the discretion of the IBFR. Authors reassigned to internet sessions receive the full value of their paid registration fee. In the event of complete conference cancellation, the Institute will only be responsible for, at most, returning the attendee's paid conference registration fee. The IBFR reserves the right to modify, add to, or delete its policies and procedures at any time. These changes may take effect immediately and without notice. Any such change shall not be considered a violation of the relationship between the IBFR and conference participants or paper authors. The IBFR reserves the right to refuse service to anyone.

We look forward to visiting with you at the conference. If you have any questions regarding the conference, please do not hesitate to contact us.

#### **USEFUL LINK**

Detailed call for papers: [www.theibfr.com/costa-rica/](http://www.theibfr.com/costa-rica/)  
Conference submission: [www.theibfr.com/conference-submission/](http://www.theibfr.com/conference-submission/)  
Registration: [www.theibfr.com/registration/](http://www.theibfr.com/registration/)  
Accepted forms of payment: [www.theibfr.com/how-to-pay/](http://www.theibfr.com/how-to-pay/)  
Proceedings submission: [www.theibfr.com/submit-proceedings/](http://www.theibfr.com/submit-proceedings/)  
Award submission: [www.theibfr.com/award-submission/](http://www.theibfr.com/award-submission/)  
Hotel information: [www.theibfr.com/hotel-costa-rica/](http://www.theibfr.com/hotel-costa-rica/)