Case Study

BimaQuest, Journal of Insurance, Pension and Management, provides a platform for disseminating management concepts, issues and challenges in the form of case studies.

Objective and Scope: The journal aims to publish case studies in the areas of:

- Insurance (Life and General Insurance),
- Pension (and Annuity)
- Management (Strategy, Business Ethics, Organizational Behavior, Management Information Systems, Marketing and Consumer Behaviour, Finance and Accounts)
- Financial Inclusion and Social Security.

BimaQuest will publish the following types of cases:
- Field Cases (FC) – research based on primary data sourced from the organizations.
- Library Cases (LC) – research based on secondary sources i.e. materials from public domain.
- Experience Cases (EC) – based on experience of Teacher / Manager for explaining a topic or situation.

Process:
- BimaQuest follows double blind review process. Only original cases (not previously published or not simultaneously submitted for publication elsewhere) will be considered for review.
- Prior to publication of a case, an agreement to transfer copyright to the Publisher, National Insurance Academy, Pune, will have to be signed by all the authors.
- Reuse and reprint of the material by the authors is with prior approval from the Publisher and proper acknowledgement to the Journal and the Publisher.

Guidelines for Case Submission

Contributor(s) Details: The author's full name, organization name, mailing and e-mail addresses, telephone numbers should be listed on a separate cover sheet. Names of authors should not appear on the manuscript or teaching notes. All materials and correspondence will be sent to the first named author.

Type: While making submissions, the type of the case (FC / LC / EC) needs to be clearly indicated on the first page along with the details of contributor(s)

Style Guide:

- Manuscripts should be written in the past tense.
- Tables and figures should be numbered consecutively and titled.
- All the Sources (public or secondary information) used should be cited.
- References to published material should be quoted in APA style.
- Length of the cases may not exceed 6,000 words including exhibits, tables and illustrations (figures / diagrams). Tables and illustrations should be on separate pages at the end of the manuscript. Original source files are to be shared for better print quality.
- An abstract of approximately 200 words and five key words should be included in the manuscript.

Teaching Notes: All cases must be accompanied by a comprehensive Teaching Note which will not be published, but is necessary for review process and can be obtained by contacting the authors directly.

Authorization / Release Letters: Field Cases must be accompanied by a letter authorizing publication or release for publication from the competent authority from the organization on which the case is developed.

Suggested Format:

Case	Teaching Note
❋ A brief on the case. ❋ Intended course, topic and audience. ❋ Teaching objectives. ❋ Analytical points ❋ Assignment questions / concept checks	• Teaching plan covering flow of discussion through key questions, role play, handouts and the use of audio-visuals, if any. • Analysis with answers for all questions / Concept checks. • Follow-up information about the decision actually taken wherever applicable. • Basis for data collection, including the extent of disguises, if any and supplementary theoretical / conceptual material relating the case to its topic or course.