

CMI MANAGEMENT BOOK OF THE YEAR.

Competition Rules.

2018-19!



The CMI Management Book of the Year, in association with the British Library, celebrates the very best books in the field of management and leadership.

SECTION 1.

Eligibility.

1. To be eligible for the competition, entries must be full-length books predominantly about management and leadership, published or distributed in the United Kingdom. The book must be available to UK customers, either in shops or from an internet retailer with a UK domain name.
The book and all and any rights in it and any part of it must not be the subject of any dispute.
The party submitting the entry must have authority to enter the book into the competition.
2. For the purposes of the award, a management and leadership book is one that, in the opinion of the judges, falls within the judging criteria for books entered into the competition (see section 3).
3. Entries must be in the English language or in English translation.
4. All books entered for the competition must have been published within the 12 months from 1st August 2017 to 31st July 2018.
5. Second and subsequent editions of previously published books will be accepted as entries for the competition provided that the text of the original has been revised and/or updated, but reprints, paperback editions or digital versions of texts published before the defined publication period will not be eligible.

SECTION 2.

Entry process.

6. Entries may be submitted from 21st May 2018. The closing date for submitting entries will be 31st July 2018
7. Books must be entered in print copy.
8. Five print copies of each entry must be supplied at the point of entry. Bound proofs may be submitted for review and judging on the condition that hard copies are supplied on publication, and these must be received before 6 August 2018.
 - i. Four of these copies are to be sent to Emma Plowman, CMI, Management House, Cottingham Road, Corby, NN17 1TT.
 - ii. One copy is to be sent to: Lola Mattos, Research Services, The British Library, 96 Euston Road, London NW1 2DB. This copy will be added to the British Library's management and business studies collection.
9. Each book can only be entered into one of the four competition categories. The competition organisers reserve the right to move a book from one category to another should it be deemed to be a better fit against the category criteria or exclude a book altogether for any legal purpose at their discretion. Publishers will be notified if a book is moved or excluded in this way.
10. If fewer than five entries are received for any category, the category will be eliminated from the competition.
11. For each book entered, publishers must submit a fully completed entry form alongside high resolution cover images for the book.
12. Once entered by the publishers, a book cannot be withdrawn or returned. Please note that copies of any ineligible books entered for the completion will not be returned. The competition organisers shall not be responsible for any entries that are lost, mislaid, damaged or delayed in transit.
13. Publishers and authors submitting entries for the CMI Management Book of the Year will be automatically bound by the competition rules.

SECTION 3.

Competition categories.

14. For the purposes of this competition the key purpose of management and leadership is to: provide direction, gain commitment, facilitate change and achieve results through the efficient, creative and responsible deployment of people and other resources.
15. The content of entries should fall within the spectrum of the six broad areas given below:
 - Managing self and personal skills
 - Providing direction
 - Facilitating change
 - Working with people
 - Using resources
 - Achieving results
16. Further information is given in Guidance for Publishers.
17. Publishers may enter any number of full length book entries into the four competition categories:

Aspiring Leader (New Category)

Awarded to the entry that would be most useful to a newly appointed or aspiring manager in accelerating their skills development and providing inspiration.

Practical Manager

Awarded to the entry that offers the best practical and accessible insights or guidance to help managers in their work or professional development.

Innovation and Entrepreneurship

Awarded to the entry that, in the opinion of the judges will best inspire innovation, encourage business or product development or support organisational development and adaptability.

Management Futures

Awarded to the entry that, in the opinion of the judges, offers a valuable insight into the future of management, providing current and aspiring managers with the skills or knowledge to support them in the workplace of the future.

SECTION 4.

Selecting the shortlist and winners.

18. The overall winner of the CMI Management Book of the Year will be selected from the winners of the four categories. This will be the entry that, in the opinion of the judges, is the most inspiring, innovative and useful management book of the year. If managers or students of management were to read only one book a year, this, in the opinion of the judges, is the one they should choose.
19. Any eligible book which is entered for the competition will only qualify for the award if the publisher agrees:
 - a) in the case that the book is shortlisted in, or wins any award category, to incorporate the appropriate CMI Management Book of the Year roundel on the cover of any subsequent reprints, paperback editions or e-book editions of the book.
 - b) in the case that the book is shortlisted, to supply additional hard copies of the book, for the use of category and panel judges. Please note that at the end of the judging process any surplus books will be disposed of to the benefit of the competition.
 - c) to immediately advise the competition organisers in the event of becoming aware of any actual or potential dispute affecting any entries, for example intellectual property issues, which could affect the reputation of the book or the competition.

20. The shortlist for the four categories will be announced in November 2018. The overall winner of the CMI Management Book of the Year will be selected from the winners of the four categories.
21. The winners of the four categories and the overall winner of the CMI Management Book of the Year will be announced on 15th May 2019 at The CMI Presidents Dinner at Kensington Palace. Shortlisted authors and/or a representative from the publisher should be available to attend the awards.
22. The author of the overall winner of the CMI Management Book of the Year will receive a prize of £5,000. This will be equally divided in the case of joint authors. A cheque(s) will be presented to appropriate representatives at the awards evening.

SECTION 5.

Exclusions.

23. The Chartered Management Institute its affiliates, subsidiaries, and their respective employees, officers, directors, representatives, agents, consultants, contractors and their family members are not eligible to participate and will be disqualified.
24. The British Library its affiliates, subsidiaries, and their respective employees, officers, directors, representatives, agents, consultants, contractors and their family members are not eligible to participate and will be disqualified.
25. Judges cannot enter books into the competition and final panel judges should not judge books by colleagues from their own institution.
26. The CMI's decisions on all matters concerning the competition, including the acceptance of entries, the nomination of winners and any other matters, will be final and binding. No correspondence or discussion will be entered into.
27. For further information and for contact details regarding this award visit the Management Book of the Year website: www.managers.org.uk/mboy