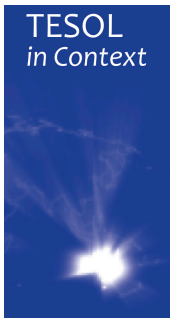
TESOL in Context - Notes for contributors



E: tic@tesol.org.au
W: www.tesolincontext.org.au

- It is understood that articles submitted to *TESOL in Context* have not been previously published and are not under consideration for publication elsewhere.
- Articles around 6,000 words including references are preferred, and an abstract of up to 200 words should be included with each article submitted.
- Electronic submission as attached files is required (Microsoft Word or rich text format).
- One file should contain a separate cover page with the article's title, the names of the author/s, their preferred titles, and the contact details for the author to whom correspondence should be sent (address, telephone numbers, and email address). About 70 words of biographical data should also be included.
- A second file should contain the title followed by the abstract, the body of the paper and the list of references. Number the pages but do not use identifying headers or footers.
- Headings and sub-headings should be left aligned, with the first letter capitalised.
- Indicate new paragraphs by using one extra line space.
- Text should be Times New Roman, 12 points, with 1.5 spacing.
- Short quotations should be incorporated into the text and enclosed with double quotation marks.
- Quotations of more than about 40 words should be set off from the main text by indentation, without any quotation marks.
- Referencing should follow the APA referencing style; for examples, see a recent issue of the journal at http://www.tesolincontext.org.au/.
- References in the text should be ordered alphabetically and contain the name of the author and the year of publication, e.g. (Adams, 2001; Jones, 1998). For direct quotations include the relevant page number(s), e.g. (Jones, 1998, p. 34).
- Tables, figures or diagrams should be numbered consecutively and included in the relevant part of the text. Each should have an explanatory title.
- Numbers up to and including ten should be spelt out and numbers over ten should be expressed as figures.
- The spellings used should be those given in *The Macquarie Dictionary.*
- All articles submitted are subject to blind, impartial refereeing; referees are asked to report against the following criteria:
    - The topic of the article is of relevance to readers of the journal (see ACTA Statement at https://tesol.org.au/publications/#publications-1).
    - The article is grounded appropriately in relevant published literature.
    - The article's claims/conclusions are based on rigorous analysis of primary data and/or well-supported argument and/or analysis of teaching practice.
    - The article is well structured and clearly linked.
    - Language use and style are appropriate to the audience and purpose.
    - *Notes for contributors* have been followed in all respects, including consistent use of APA style.
    - The article has potential to make a worthwhile contribution to the TESOL field.

Contact for submissions: TESOL in Context Journal Coordinator: tic@tesol.org.au
To register as an author and to submit a manuscript, please visit: www.tesolincontext.org.au
For past issues of *TESOL in Context*:
Visit https://tinyurl.com/tesolincontext1-26 to access Volume 1 Issue 1 (1990) - Volume 26 Issue 1 (2017).
Visit https://tinyurl.com/tesolincontext27 to access Volume 27 Issue 1 (2018) and onwards.