Guide for authors

Teaching English Language (TEL) publishes original research reports on a wide range of issues related to the foreign/second language acquisition/learning/teaching. Articles with substantive content are preferred over those that are solely argumentative; those that synthesize or reanalyze a number of research findings on substantive issues will also be considered. Conforming to scientific methodology, the reported findings should be fully replicable from the information provided.

Manuscript Preparation and Style

The Editor may find it necessary to return manuscripts for reworking or retyping that do not conform to the journal's requirements. The manuscripts (first drafts) should be arranged as follows: *Title page* (page 1): To facilitate blind reviews, all indication of authorship must be limited to this page. Other pages must only show the short titles plus page numbers in the upper right corner. The title page includes (a) full title, (b) names and affiliations of all authors, (c) email and mailing addresses and phone number of the lead author, (d) address to which offprint should be sent (if not the leads author), (e) short title of less than 50 characters.

Abstract (page2): Include the full title and abstract, which should not exceed 200 words. 4-8 key words related to the context of your paper should follow the abstract. The body of the paper follows the abstract, page numbers included.

Text (page 3). Use a 5-characters paragraph indents. Don't hyphenate words or justify the right margin. Glosses should be placed within single quotation marks.

Section and subsections numbered. Examples:

Writing Style

TEL follows the writing style recommendations in the APA Manual, sixth edition. Manuscripts should be written for clarity so that implications are comprehensible to practitioners as well as to researchers.

Review Process

An e-mail message or letter will acknowledge manuscript receipt. If accepted for blind review, the manuscript will be sent to, at least, two readers: Typically, one has broad general knowledge of the field, and one has expertise in the particular topic or methodology. Within six months, authors can expect to receive one of four decisions: (a) manuscript acceptance, (b) acceptance with revision, (c) nonacceptance with an invitation for revision and resubmission for another round of review, or (d) nonacceptance and recommendation for submission to a different publication. Reviewers aim to provide authors with helpful feedback for manuscript revision and future manuscript preparation. Manuscripts that fail to follow submission guidelines will not be reviewed.

Manuscript Submission

Contributions may be submitted from all countries. The language of publication is English. All submissions should be submitted via TEL website (http://teljournal.org). This site will guide authors stepwise through the submission process. Authors are requested to submit the text, Tables, and Figures in electronic form to this address. Authors are kindly requested to submit a copy of their manuscript to the editor's e-mail address: khani_reza@yahoo.com

Submission of a manuscript is taken to imply that it has not been previously published or is not being considered for publication elsewhere. If an author is publishing a related article, this fact should be stated. **Copyright.** Contributors of accepted articles will be asked to assign their copyright, on certain conditions, to TEL, to protect their material.

The Financial Requirements for Publication in TEL

According to the formal announcement made by Ministry of Science, Research and Technology (Iran), manuscripts submitted to TEL for review and possible publication will be processed only when the following condition is met:

After final acceptance issued by the journal, 250,000 Tomans should be wired into bank account number 143378861

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Formatting Guideline

Accepted manuscripts should comply with the following formatting for publication:

- Document (paper) size: 17 cm by 24 cm
- Margins on all sides: 3 cm
- Font type: Times New Roman
- Font size: 10 pt.
- Line spacing: 1.5
- Space before paragraph: 0 pt.
- Space after paragraph: 6 pt.
- First line indentation for all paragraphs: 0.5 cm

Paragraph headings should be numbered and made bold.