**Journal Submission Guidelines**

**1. Content of the Manuscripts**

The content of the manuscript to be submitted should concern theories and/or practices in the field of learning and teaching English. The manuscript may be on an experimental analysis, a new proposal, or a critique of theories and/or practices in the field. Manuscripts dealing with topics in linguistics, literature, or interdisciplinary areas related to English learning and teaching must have implications for English language learning and/or teaching.

**2. Submission for Manuscripts**

1) The manuscript should be submitted via the MEESO online submission website. If contributors are members of MEESO, they should pay annual membership fee and the cost of peer-reviews; Non-members should pay admission fee, annual membership fee, and the cost of peer-reviews and notify them by sending an email to Treasure.

Online submission website: https://dbpiaone.com/MEESO/index.do

E-mail address for admission & fee(s): meesomembers@daum.net

2) The deadline for submission is December 15th of the previous year for the winter issue, March 15th for the spring issue, June 15th for the summer issue, and September 15th for the fall issue.

3) The author(s) should provide name(s), affiliation(s), status, address(es), phone number(s), and e-mail address(es) on a given application form when submitting the manuscript online.

**3. Specifications for Manuscripts**

1) The manuscript should be prepared using MS Word 97-2003 (doc, but not docx file).

2) The length of the manuscript should not exceed 20 pages of *Modern English Education. W*hen exceeding this limit, 10,000 Won per extra page should be paid by the author(s).

3) Manuscripts should use the A4 - size paper setting. The top margin 5 cm, bottom margin 5.2 cm; the left and right margins should be 4.2 cm; the top header, 4.2 cm; the bottom header, 1 cm. The headers and page numbers are inserted by the editors.

4) The line spacing of the title should be fixed 18-point, the main text and the reference list 14.5-point, the abstract and the footnotes 12.5-point, and footnotes 10-point. The main text should be Times New Roman 10-point and the letter spacing should be 100% in 0.1- point narrow spacing. The first and second subheadings should be Arial.

5) The title of the article should not exceed two lines.

6) The abstract should be composed of approximately 200 words. The manuscript and the abstract in English should be proofread by a native English speaker.

7) The key words of the manuscript should be right-justified below the abstract.

8) If the work was supported by a research grant, the author(s) should present it as the footnote on the first page of the manuscript

9) If author(s) collaborated in writing a manuscript, the first author and the co-author (or the corresponding author) should provide each of their names, affiliations, and status on the footnote.

10) The subheadings should be numbered in the following manner: Ⅰ. 1. 1) (1) ①

11) There should be a line space after every subheading except the fourth and the fifth subheadings; (1) ①

12) There should be a line space before and after the example sentence and citation except those numbered consecutively. The line spacing of the example sentence and citation should be the same as that of the main text.

13) The main text should be indented 1 point at the beginning of each paragraph.

14) All sources cited in the text must be included alphabetically in the reference list.

15) A list of references, tables, and figures, etc. should conform to the style of the Publication Manual of the American Psychological Association (6th ed.).

16) Detailed specifications for a sample manuscript are as follows.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Modern English Education*, Vol. 13, No. 2, Spring 2012 (Times New Roman 9, left-justified) [2 line spaces, fixed-14.5pt line-spacing]**Developing Listening Fluency in L2**(Times New Roman 14, bold, centered) [2 line spaces, fixed-18pt line-spacing]**Gil-Dong Hong\*** (Times New Roman 10, bold, right-indentation)Affiliation (Times New Roman 9, plain, right-indentation)**Chul-Soo Kim** Hankuk University [1 line space, fixed 14.5pt line-spacing]**Hong, Kil-Dong & Kim, Chul-Soo. (2012). Developing listening fluency in L2. *Modern English Education*, *13*(2), 148-160.** (Times New Roman 9, bold, 2.5-character left & right margins) [1 line space]]In the recent few years, teachers have implemented ... (Times New Roman 9, plain, 2.5-character left & right margins) [1 space, 12.5pt line spacing]**[learning strategies/Task-based Language Teaching)/****학습전략/과업중심언어교수법]** (Times New Roman 9, bold, 12.5-pt line spacing, right justified)[2 line spaces]**I. INTRODUCTION** (Arial 12, bold, left-justification)[1 line space, 14.5-pt line spacing]1. Subjects (Arial 11, plain, left justification)[1 line space, 14.5pt-line spacing]Second language1 ... (Times New Roman 10, plain, 1-character first line indentation, justified, line space fixed 4.5)[1 line space] 1) Interview (Times New Roman 10, plain, left-justified)[1 line space]\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*First author: Gil-Dong Hong (Hankuk University, Professor), Corresponding author: Chul-Soo Kim (Affiliation, Status) 1 Second language…(Times New Roman 9, plain, 0.8-character hanging indentation, justified, 12.5-pt line spacing)[1 line space]**TABLE 1** (Times New Roman 10, bold, centered)Table title(Times New Roman 10, plain, centered)

|  |  |
| --- | --- |
| Learning motivation | 3rd-year high school students |
| M | *t* | *p* |
| Interest in English | 4.46 | -2.54 | .01 |
| Attitude toward English | 2.54 | 1.79 | .08 |

(inside the table: Times New Roman 9, fixed 10-pt line spacing,[1 line space]

|  |
| --- |
| (inside the figure: Times New Roman 9, fixed 10-pt line spacing) |

**FIGURE 1** Figure title (Times New Roman 10, plain, centered)[1 line space]As shown in Figure 2, ...[2 line spaces]**V. CONCLUSION** (Arial 12, bold, left-justified)[1 line space]The current study… (Times New Roman 10, bold, 1-character first line indentation)[2 line spaces]REFERENCES (Arial 11, plain, centered)[1 line space]Cynx, J., Williams, H., & Nottlebohm, F. (1992). Hemispheric differences in avian song discrimination. *Proceedings of the National Academy of Science, USA, 89*, 1372-1375. (Times New Roman 10, bold, 3-character hanging indentation)Glisan, E., & Drescher, V. (1993). Textbook grammar: Does it reflect native speaker speech? *The Modern Language Journal, 77*(1), 23-33.[2 line spaces]APPENDIX (Arial 11, plain, centered)Title (Times New Roman 10, plain, centered)[1 line space]Appendix content (Times New Roman 9, plain, centered)[2 line spaces]**Examples in: English** (Time New Roman 9, bold, 1-character left margin, left-justified)**Applicable Languages): English** **Applicable Levels: Elementary** [2 line spaces]***The author’s (or authors’) information should be provided when submitting the revised article once it has been accepted to be published.*** Gil-Dong Hong (Times New Roman 9, plain, 1-character left margin, left-justified) Dept. of English Language and LiteratureHankuk University Affiliation addressTel: (02) 3489-1124Email: 38kildong@hankook.ac.kr [1 line space]***The following will be added by the editor.***Received 1 March 2012Revised 1 April 2012Accepted 1 May 2012 |

17) Detailed specifications for the letter type and paragraph of the manuscript are as follows.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | font size | text font | line spacing | indentation | justification | letter spacing |
| title | 14 | Times New Romanbold | fixed18pt | 0 | centered | 100%0.1-pt narrow |
| the first subheading: Ⅰ. | 12 | Arial bold | fixed14.5pt | left-justified |
| the second subheading: 1. | 11 | Arial plain |
| the third subheading: 1) | 10 | Times New Roman plain |
| the fourth subheading: (1) |
| the fifth subheading: ① |
| main text | 1 character | justified |
| reference | heading | 11 | Arial plain | fixed14.5pt | 0 | centered |
| text | 10 | Times New Roman plain | 3-character hanging  | justified |
| appendix | heading | 11 | Arial plain | fixed14.5pt | 0 | centered |
| sub-heading | 10 | Times New Roman plain | centered |
| text | 9 | Times New Roman plain | justified |
| table/figure | heading | 10 | Times New Roman plain | fixed10pt | 0 | centered |
| text | 9 | Times New Roman plain |
| footnote | 9 | Times New Roman plain | fixed12.5pt | 0.8-character hanging | justified |
| abstract | heading | 9 | Times New Romanbold | fixed12.5pt |  2.5-character mirror (left & right) | justified |
| text | 9 | Times New Roman plain |
| Key words | 9 | Times New Romanbold | fixed12.5pt | right-justified |

**4. Specifications for Text Citations and a List of References**

All submissions to *Modern* *English Education Society* should conform to the requirements of the Publication Manual of the American Psychological Association (6th ed.). The following are some important examples taken from the manual.

**1) Text Citation**

(1) One Work by a Single Author

For the citation of a Korean author, his/her initial(s) should be followed by his/her surname.

Daehan Kim (2004) claimed that ...

D. Kim (2004) claimed that….

According to K. D. Hong (2007),….

(2) Citation for long texts

For the direct quotation of less than 40 words, it should be presented in double quotation marks (“ ”) which should be followed by citation information. It could include single quotation marks (‘ ’) for either recitation or emphasis. For the direct quotation of more than 40 words, it should be presented in a new paragraph indented as much as 1 word for both sides of the text, which should be followed by page numbers within parentheses.

She stated, “The ‘placebo effect,’ which had been verified in previous studies, disappeared (……) in this manner” (Miele, 1993, p. 276).

 Miele (1993) found that “the ‘placebo effect,’ which had been verified in previous studies, disappeared (…..) in this manner” (p. 276).

(3) One Work by Two Authors

Between the names of two authors, either ‘and’ (in texts) or ‘&’ (in parentheses) should be used.

Lyster and Ranta (1997) defined that ...

According to some recent research (e.g. Lyster & Ranta, 1997), ...

(4) One Work by More Than Two Authors and Fewer Than Six Authors

Cite all authors at the first time the reference occurs; in subsequent citations include only the surname of the first author followed by “et al.” and the year.

For the first citation: Johnson, Singh, Lyster and Ranta (2010) mentioned that…..

For the second citation: Johnson et al. (2010) mentioned that…..

(5) One Work by More Than Six Authors

Cite the surname of only the first author, followed by “et al.” and the year in the first and subsequent citations. However, in the reference list, the surnames of all six or more authors should be spelled out.

William et al. (2011) mentioned that…..

(6) Two or More Works Within the Same Parentheses

Arrange two or more works by the same author by year of publication, using the signs such as a, b and c, and list two or more works by different authors in an alphabetical order by the first author’s surname. Separate the citations by semicolons.

Several studies (S. M. Kim & D. H. Min, 1994; Lyster & Ranta, 1997; Ross, Rolheiser, & Hogaboam-Gray, 1999) ..

According to Johson (1998, 1999, 2005)…..

Some studies on listening strategy (Atay & Kurt, 2006; Johnson, 1991a, 1991b, 2007; Ross, Rolheiser, & Hogaboam-Gray, 1999; William et al., 2011)…..

(7) Authors with the Same Surname

If a reference list includes publications by two or more authors with the same surname, include the authors’ initials in all text citations to avoid confusion, only when the year of publication is the same.

D. Smith (2006) argues ... S. Smith (2006) suggested that ...

**2) References**

All sources cited in the text must be included alphabetically in the reference list. Cite the last names of the authors, with the first name’s initials and period following. For the article written by more than two authors, use ‘, &’ before the last author’s surname.

(1) A Journal article

1. The only first letter of the title of the articles should be capitalized, and its subtitle should come after a colon (:).
2. Every first letter of the content words in the title of journals should be capitalized and italicized.

Smith, R., & Palmer, S. (1993). The ADA and the hiring process. *Consulting Psychology Journal: Practice and Research, 45*(2), 10-36.

Hong, Kil-Dong, Kim, Sung-Mi, & Lee, Hyun-Ji. (2007). Needs analysis of EFL college students. *Modern English Education, 3*(1), 318-340.

(2) A Book

A publishing place and publishing company’s name for the book should be included. For an edited book, the author’s name(s) should be followed by ‘Ed.’ or ‘Eds.’ in parentheses. The information on the edition should be included after the title of the book.

Mike, T., & Larson, J. R., Jr. (1987). *An introduction to organizational behavior* (3rd ed.). Newbury Park, CA: Sage.

Australian Bureau of Statistics. (1991). *Estimated resident population in statistical local areas, New South Wales, June 1990* (No. 3209.1). Canberra, Australian Capital Territory: Author.

Bailey, K. M., & Nunan, D. (Eds.). (1996). *Voices from the language classroom.* Cambridge: Cambridge University Press.

(3) An Article or Chapter in an Edited Book

The title element for an edited book consist of (a) the name of the editor (if any) preceded by the word ‘In’ and (b) the book title with parenthetical information. Identify the editor by the abbreviation ‘Ed.’ in parentheses after the surname. Give inclusive page numbers of the article or chapter in parentheses after the title.

Bjork, R. A. (1989). Retrieval inhibition as an adaptive mechanism in human memory. In H. L. Roediger & F. I. Craik (Eds.), *Varieties of memory and consciousness* (pp. 309-330). Hillsdale, NJ: Erlbaum.

(4) A Magazine or Newspaper Article

Give the date shown on the publication-month for monthlies or month and day for weeklies. Give the volume number and precede page numbers for newspaper articles with ‘p.’ or ‘pp.’

Henry, W. A., III. (1990, April 9). Making the grade in today’s schools. *Time,* *135*, 28-31.

Schultz, S. (2005, December 28). Calls made to strengthen state energy policies. *The Country Today*, pp. 1A, 2A.

(5) Proceedings of Meetings and Symposia

Proceedings published regularly:

Cynx, J., Williams, H., & Nottlebohm, F. (1992). Hemispheric differences in avian song discrimination. *Proceedings of the National Academy of Science, USA, 89*, 1372-1375.

Unpublished paper presented at a meeting:

Lanktree, C., & Briere, J. (1991, January). *Early data on the trauma symptom checklist for children (TSC-C)*. Paper presented at the meeting of the American Professional Society on the Abuse of Children, San Diego, CA.

(6) A Doctoral Dissertation or Master’s Thesis

Doctoral dissertation abstracted in DAI:

Bower, D. L. (1993). Employee assistant programs: Characteristics of referring supervisors. *Dissertation Abstracts International, 54* (01), 534B.

Unpublished doctoral dissertation:

Wilfeley, D. E. (1989). *Interpersonal analyses of bulimia: Normal weight and obese* (Unpublished doctoral dissertation). University of Missouri, Columbia.

**(7) An Article in Press**

A paper that has been submitted to a journal and accepted for publication is considered in press. Do not give a year, a volume, or page numbers until the article is published. In text, use the following parenthetical citation: McIntosh, D. N. (in press).

McIntosh, D. N. (in-press). The ADA and the hiring process. *Consulting Psychology Journal: Practice and Research*.

**(8) A Report**

Broadhurst. R. G., & Maller, R. A. (1991). *Offending and recidivism* (Tech. Rep. No.3). Nedlands, Australia: University of Western Australia, Crime Research Center.

(9) Internet Resources

The retrieval statement provides the name and/or address of the sources.

Saricoban, A. (1999). The teaching of listening. *The Internet TESL Journal, 5*(12). Retrieved from http://iteslj.org/Articles/ Saricoban-Listening.html

(10) Reference List

1. The reference list should be written in a hanging indent format.
2. All sources cited in the text must be presented alphabetically in the reference list.

**3) Tables and Figures**

Tables and figures should be completely understandable, independent of the text. Each table and figure must be mentioned in the text, given a title and consecutively numbered with Arabic numerals.

(1) Table

Use a double line for the first horizontal line and use plain single lines for the rest. The numberings and headings of tables should be presented bold, centered above the tables. ‘TABLE,’ should be all capitalized. Major words in the headings of tables should be presented plain and begin with capital letters. Do not use < > in headings or texts. “*t*”, “*df*” and “*p*” should be all italicized.

**TABLE 3**

Pairwise Comparisons

|  |  |  |
| --- | --- | --- |
| Pre-post | Paired differences |  |
| M | SD | SEmean | 95% confidence interval of the difference |
| Lower | Upper | *t* | *df* | *p* |
| Telic | -3.87 | 1.30 | .34 | -4.59 | 3.15 | -11.502 | 14 | .000 |

The difference ….was significant (*t* = -11.502, *p* < .001) as shown in TABLE 3.

(2) Figure

The numberings and headings of figures should be presented bold, centered below the figures. ‘FIGURE,’ should be all capitalized. Major words in the headings of figures should be presented plain and begin with capital letters. Do not use < > in headings or texts.

**FIGURE 5**A Pattern of Increase in Accuracy Scores of Enhanced Group

**5. Other Important Regulations**

1) When a Korean author’s name is romanized, the first name is written before the last name (e.g., Kil-Dong Hong) for a title; the last name is followed by a comma and first name (e.g., Hong, Kil-Dong) for an abstract and table of contents.

2) On the last page of the manuscript before presenting the author’s name, affiliation, address, and etc., ‘Examples of a language/languages (Examples in: )’, ‘Applicable languages’, and ‘Applicable levels’ should be presented bold (Times New Roman 9, 1-pt left indentation; left-justified).

e.g., **Examples in: English**

 **Applicable Languages: English**

 **Applicable Levels: Elementary/Secondary/Tertiary**

3) When the article is accepted, the author(s) should provide name(s), affiliation(s), address(es), phone number(s), fax number(s), and e-mail address(es) on the last page of the manuscript.

4) The author(s) is responsible for revisions of the manuscript for publication.

5) Publication of more than two articles by the same writer per year is not allowed in principle. Publication of more than one article by the same writer (co-author and corresponding author included) in the same issue is not allowed.

6) The author(s) should pay publication fees when they are notified.

7) If the author’s (or authors’) work received research funding, additional publication fee will be paid.

8) The author(s) must maintain regular membership in order to get the manuscript published.

9) The Editor-in-Chief will issue the certificate of publication only for an accepted and confirmed manuscript for publication, if requested by the author(s).

10) Once the article is confirmed for publication, the author(s) will be able to access to the online PDF which is downloadable via e-mail.