# *Editorial*

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If some readers are surprised to receive a copy of *ReCALL* at this early stage in the year, let me remind you that we are now moving from two to three issues a year, for publication in January, May and September instead of May and November. The changeover has proved rather difficult, in terms of allowing time for authors to make revisions in the light of reviewers' comments, which is why this issue is rather late.

In this issue, as well as regular papers from Dermot Campbell, Fenfang Hwu and Elke Stracke, we have included two papers from the EUROCALL 2006 conference in Granada. Melor Md Yunus discusses Malaysian ESL Teachers' Use of ICT in Their Classrooms, whilst Petter Karlström and colleagues explore Tool mediation in focus-on-form activities. Having received 39 conference paper submissions, so far 13 have been rejected (but some of these have been advised to submit a version of their paper to the EUROCALL Review) and the remainder are at various stages in the process of bringing them to publication. Tony Harris, organiser of the Granada conference, will have more to say about conference submissions in the next issue of *ReCALL*, where the bulk of the selected papers will be published.

At this point it might be useful to remind readers and potential authors of how the review process works: papers are submitted electronically in accordance with the instructions inside the back cover of *ReCALL*, also taking into account the Guidelines on EUROCALL's website at http://www.eurocall-languages.org/recall/contribguide.html. I have to say that some authors fail to take full account of the instructions – for example, it is important to keep to the maximum of 8,000 words, including bibliographical references and appendices. If a paper includes a large number of graphics, the number of words should be reduced to compensate for the additional space required. Another common mistake, which can entail hours of editorial time, is to fail to follow accurately the conventions set out for listing bibliographical references.

Once a paper is received and logged, it is made 'anonymous' by removing all references such as the author's name and institution, and is then sent to two reviewers

from *ReCALL*'s panel, taking into account the content of the paper and the particular expertise of the reviewer. Reviewers are normally asked to respond within six weeks, using a pro-forma which is closely matched to the criteria set out in *ReCALL*'s Guidelines. Once both reviewers' comments are received, they are transmitted to the author together with recommendations regarding publication and any revisions required. When submitting a revised paper, authors are asked to provide a list of what changes have been made, so that the final version can be checked against reviewers' comments. If major revisions are required, the revised paper must be reviewed again before publication can be recommended.

When the final version has been received and checked for content, it is then printed out, detailed editorial marks entered in red ink, and any changes in wording made to the electronic version. At this stage, the editor may make minor changes to aid clarity, and will liaise with the author on any points which are unclear. Both the electronic version and the printed version are then sent to CUP's typesetters, who prepare the final layout and send the proofs to authors for checking. It must be emphasised that, at this stage in the process, only printers' errors may be corrected: once the pages have been 'set' it is very difficult to make substantial changes, and the time allowed between proof-checking and printing is limited. Normally, the electronic version of each final paper is put onto Cambridge Journals Online in advance of the printed publication. Authors are sent a .pdf file of their paper and then a printed copy of the relevant issue of *ReCALL*.

I hope this résumé of the work involved in producing *ReCALL* will encourage authors to submit their papers, and I look forward to seeing three excellent issues in 2007.