

## ***Professional and Academic English***

### **Article Submission Guidelines**

1. *Professional and Academic English* accepts previously unpublished articles on topics of significance to its readers.
2. Authors do not need to be IATEFL ESPSIG members.
3. After submission to P&AE, authors are requested to refrain from submitting their papers to other journals until a publication decision is made.
4. Only one submission per author, or joint authors, is accepted for each issue.
5. Articles should not exceed 5,000 words, excluding references, tables and appendices.
6. Book reviews and conference reports should be approximately 400-800 words, excluding references.
7. Authors must state whether they are submitting an article, a book review or a conference report.
8. To facilitate the double-blind review that this journal is using, authors should include a title page with the title, authors' names, affiliation and a complete address for all authors, including their e-mail addresses.
9. In order to ensure anonymity during the reviewing process, the main body of the paper (including notes, footnotes, captions, references) should not contain any identifying information such as the authors' names or affiliations. In case any such information is included, the submission will be returned to the author(s) for the removal of all identifying information.
10. An abstract (maximum 150 words) should be submitted alongside the article.
11. Authors should also submit a biographical note (maximum 50 words).
12. All submissions should be Word documents. Titles should be Calibri-Bold 16, sub-titles Calibri-Bold 12, body text Calibri 12. Footnotes can be used and should be numbered consecutively throughout the article.
13. The formatting of references in the text and in the reference list should follow the guidelines stated in the *Publication Manual of the American Psychological Association, 7th+ Edition*.
14. Images should be of a high resolution (at least 300 dpi).
15. Manuscripts that may require editing to eliminate possible grammatical, spelling and punctuation errors in order to conform to correct scientific English will be subject to developmental editing.
16. All submissions are to be sent by email attachment to [journal.espsig@hotmail.com](mailto:journal.espsig@hotmail.com).