

Online Submission/Review System Guidelines

— Guest Editor (GE) —

*Acronym: **GE**=Guest Editor; **RE**=Reviewer; **EC**= Editor-in-Chief

0. Log in :

- (1) GE's account has been activated. To log in, please click "Forgot your password?" to get an automatically-generated password sent to your email address. The system will also send assignments via email to GE with links provided to access the system. **Please keep the content of systematic letters and links strictly confidential and do not disclose them to any third party in order to protect the right of privacy as well as the integrity of the submission/review process.**



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To submit a paper, please log in. If you do not have an account with this journal's submission system, please [Register](#) to the submission system to create an account, the password is provided in the registration letter.

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Account Name:
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Please input the characters displayed in the following image.



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- (2) Entering Different Categories:



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LANGUAGE AND LINGUISTICS



Author
Assoc./Guest Editor(AE/GE)

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Managed Journal List	
Journal	Position
Mono(AE/CH) [AE] AE, 1	▼ Enter
LL/Mono (GE/CH) [GE] AE, 1	▼ Enter
LL(AE/CH) [AE] AE, 1	▼ Enter
Mono(AE/EN) [AE] AE, 1	▼ Enter
LL/Mono (GE/EN) [GE] AE, 1	▼ Enter
LL(AE/EN) [AE] AE, 1	▼ Enter

1. GE Pre-screening the Paper:

(1) Enter **Paper Assignment** to process the paper

1. Format: (#1 of reviewers assigned)-[Paper ID]: Paper Title.
2. To view detail information of a paper, double-click its corresponding entry.

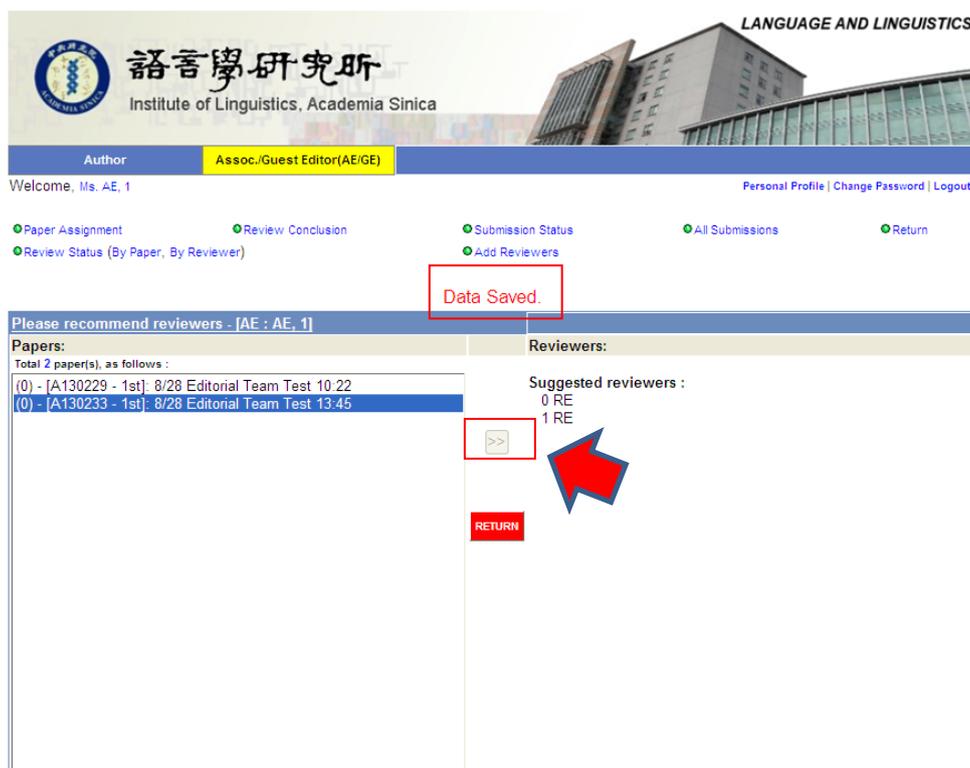
(2) Double click on the paper to view and select suitable reviewers

1. Double click to view paper's content and detailed information

3. Click the head figure to view Reviewer's detailed information

2. Check on **All REs** for a full reviewer list

(3) After selecting enough number of reviewers (for article: 2 reviewers are required; for monograph: 3-4), please click on “>>” to send to EC for confirmation. A small window will pop up: “An email will be sent to EC for confirmation. Are you sure?” Please click “Yes” and then the data will be saved and EC will be informed.



1. Format: (#1 of reviewers assigned)-[Paper ID]: Paper Title.
2. To view detail information of a paper, double-click its corresponding entry.

(4) If the paper is not suitable for publication and outer review, please click ‘RETURN’ to inform EC to reject the paper. If there is any question or assistance required, please inform the editorial staff via lsubmit@gate.sinica.edu.tw.



2. Review Comment and Review Conclusion:

- (1) The system will send email notices to GE to inform if the invited reviewer agrees or declines the review invitation. If the number of reviewers is not enough, the system or editorial staff will send an email to notify GE.
- (2) **The reviewer will have 6 weeks to review the paper; for monograph: 4 months.** If the reviewer does not send the review back after the deadline, the editorial staff will notify GE to change the reviewer.
- (3) **After two review comments are back (for monograph: 3-4),** the system will send a Review and Evaluation Notice to GE to write a review conclusion based on the comments.
- (4) **Author's revision period: Minor Revision: 6 weeks (for monograph: 3 months); Major Revision: 3 months (for monograph: 9 months).**



Paper No. / Title	Author(s)	Review / Response	Reviewers	Review Comments	Conclusion
#N140 [redacted]	[redacted]	1st	[redacted]	(C) Resubmitted after revision (C) Resubmitted after revision ALL (A) Accepted without significant revision (A) Accepted without significant revision ALL	Major Revision Minor Revision

1. Click to view Reviewer's Comment

2. Write GE's Review Conclusion

3. Add reviewers to the Database (or simply email your list to editorial staff via lsubmit@gate.sinica.edu.tw)

(1) Enter Add Reviewers and Click Add

Author Assoc./Guest Editor(AE/GE)

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- Paper Assignment
- Review Conclusion
- Submission Status
- All Submissions
- Return
- Review Status (By Paper, By Reviewer)
- Add Reviewers

Reviewer List				
	Name	Email	Affiliation	Country
<input type="checkbox"/>	MINHUA Chiang	mhchiang@sinica.edu.tw	ILAS	ARMENIA
<input type="checkbox"/>	Gibson Edward	popopo@mit.edu	MIT/麻省理工學院	UNITED STATES
<input type="checkbox"/>	Chien-Feng Huang	hcfeng@iis.sinica.edu.tw	test	TAIWAN
<input type="checkbox"/>	ming Lui	wyt2801@yahoo.com.tw	wyt2801@yahoo.com.tw	TAIWAN
<input type="checkbox"/>	Schlesewsky Matthias	ppooppp@uni-mainz.de	Johannes Gutenberg-Universit?t Mainz/德國美因茨大學	GERMANY
<input type="checkbox"/>	1 RE (RE1)	reling111@yahoo.com.tw	reling111@yahoo.com.tw	ANGUILLA
<input type="checkbox"/>	0 RE (reling000@yahoo.com.tw)	reling000@yahoo.com.tw	reling000@yahoo.com.tw	BELIZE
<input type="checkbox"/>	test test test (test)	hcfeng@citi.sinica.edu.tw	test	BAHRAIN
<input type="checkbox"/>	CF Wang	feng@iis.sinica.edu.tw	test	TAIWAN
<input type="checkbox"/>	feng Wang	iisfeng2@gmail.com	test	BANGLADESH
<input type="checkbox"/>	Yating Weng	olivia0627@gate.sinica.edu.tw	olivia0627@gate.sinica.edu.tw	TAIWAN
<input type="checkbox"/>	偉龍 莊	weilung@iis.sinica.edu.tw	test	TAIWAN

For web-related questions, please contact the [Webmaster](#).

(2) Fill in Last Name and E-mail address

Register a new reviewer

Email :

Last Name : Xin

Submit Close

(3) Before clicking submit, Sections marked with * should be filled in

The reviewer name "Xin" does not seem to exist. Please provide:

Register a new reviewer

*Primary E-Mail :

*Title : Mr. Ms. Mrs. Prof. Dr.

*Name : (Capitalize the first letter of the name.)

Last (Family) Name First Name Middle Name

Displayed Name :

Job Title :

*Affiliation :

*Department :

*Country : Select

Research Interests :

Specialty : Phonetics
 Phonology
 Lexicology
 Morphology
 Syntax
 Semantics
 Linguistic Typology
 Historical Linguistics
 Computational Linguistics
 Corpus
 Language Documentation
 Cognitive Linguistics

Submit Back Close

4. Search reviewers of related specialty from the Database:

Click **Search by Specialty** and then enter the keyword to find suitable reviewers

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[Paper Assignment](#)
 [Review Conclusion](#)
 [Submission Status](#)
 [All Submissions](#)
 [Return](#)
[Review Status \(By Paper, By Reviewer\)](#)
 [Add Reviewers](#)

Reviewer List

Name	Email	Affiliation	Country
MINHUA Chiang	mhchiang@sinica.edu.tw	ILAS	ARMENIA
Gibson Edward	popopo@mit.edu	MIT/麻省理工學院	UNITED STATES
Chien-Feng Huang	hcfeng@iis.sinica.edu.tw	test	TAIWAN
ming Lui	wl2801@yahoo.com.tw	wl2801@yahoo.com.tw	TAIWAN
Schlesewsky Matthias			
1 RE (RE1)			
0 RE (reling000@yahoo.com)			
test test test (test)			
CF Wang			
feng Wang			
Yating Weng			
偉儀 莊			

Journal Management System - Google Chrome
 submit.ling.sinica.edu.tw/servlet/Member/ReviewerSearch?trackId=195

Search Reviewer by Specialty
 Keyword of Specialty: Japanese

For web-related questions, please contact the [Webmaster](#).

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The keyword "Japanese Pragmatics" matches multiple candidates. Please choose one:

Search Results

All	Name	Affiliation	Email	Specialty
<input type="checkbox"/>				Applied pragmatics, Formal Semantics, Japanese --2014/10/07 updated
<input type="checkbox"/>				Japanese historical linguistics; syntax/semantics/pragmatics interface issues, with special reference to Japanese; Sociolinguistics--2014/09/26 added
<input type="checkbox"/>				語言學、日本語學、語用學; Linguistics, Japanese linguistics and Pragmatics--2015/7/15 added/RE, Discourse Analysis, Japanese, Pragmatics
<input type="checkbox"/>				Formal semantics/pragmatics, Minimalist syntax, Syntax-semantics interface, Comparative syntax (English, Japanese, Mandarin Chinese and Mayrinax)--2015/6/4 added/AE, Functional, Others, Syntax
<input type="checkbox"/>				formal semantics/pragmatics, semantics-pragmatics interface, Japanese and Japanese dialects, philosophy of language and epistemology, modal and dynamic logics, game theory and game-theoretic pragmatics, Others, Pragmatics, Theoretical
<input type="checkbox"/>				Computational Linguistics, Information Science, Natural Language Processing, Formalization of dynamic aspects of pragmatics in Japanese--2015/7/16 added
<input type="checkbox"/>				Japanese, particularly lexical-semantic and psycholinguistic properties of categorization, syntax-pragmatics interface, discourse, corpus-based approaches to sentence structures, grammar of Japanese as a foreign language. --2014/08/07 added
<input type="checkbox"/>				Japanese Syntax, Korean Syntax, Discourse Theory, Pragmatics, Syntax-Semantics Interface, Description and Documentation of Miyakojima Ryukyuan
<input type="checkbox"/>				Pragmatics, Japanese language pedagogy, Classroom discourse, Conversation analysis and Translation and interpreting

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Select the reviewer and click on **Send**