

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.**



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.

Login

Account Name:


iledtrlsppt3@gate.sinica.edu.tw

Email address

Password:

CAPTCHA:

Please input the characters displayed in the following image



Enter

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(2) Entering Different Categories:



語言學研究所
Institute of Linguistics, Academia Sinica

LANGUAGE AND LINGUISTICS



Author

Assoc./Guest Editor(AE/GE)

Welcome, Ms. AE, 1 Personal Profile | Change Password | Logout

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



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LANGUAGE AND LINGUISTICS



Author

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Welcome, Ms. AE, 1

[Personal Profile](#) | [Change Password](#) | [Logout](#)

[Paper Assignment](#)
[Review Conclusion](#)

[Submission Status](#)
[All Submissions](#)
[Return](#)

[Review Status \(By Paper, By Reviewer\)](#)
[Add Reviewers](#)

Please recommend reviewers - [AE : AE, 1]

Papers:

Total 2 paper(s), as follows :

(0) - [A130229 - 1st]: 8/28 Editorial Team Test 10:22

(0) - [A130233 - 1st]: 8/28 Editorial Team Test 13:45

Reviewers:

☐ All REs

Please select reviewers :

R1 : -- None --


R2 : -- None --

>>

RETURN

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

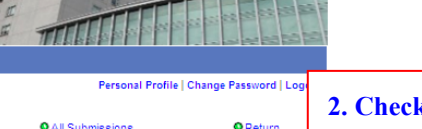
(2) Double click on the paper to view and select suitable reviewers



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Author
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Welcome, Ms. AE, 1 Personal Profile | Change Password | Log

● Paper Assignment
● Review Conclusion
● Submission Status
● All Submissions
● Return

● Review Status (By Paper, By Reviewer)
● Add Reviewers

Please recommend reviewers - [AE : AE, 1]

Papers:

Total 2 paper(s), as follows :

(0) - [A130229 - 1st] 8/28 Editorial Team Test 10:22
 (0) - [A130233 - 1st] 8/28 Editorial Team Test 13:45

>>

Reviewers:

☒ All REs

Please select reviewers :

R1: -- None --
 -- None --

R2: Chiang, MINHUA -(0 / 0)
 Huang, Chien-Feng -(2 / 13)
 Lui, ming
 RE, 0 -(2
 RE, 1 -(2
 test, test
 Wang, CF
 Wang, fe
 Weng, Ya
 莊, 偉瓊 -

1Registering Paper of L&L(AE/EN)

Paper ID : P 10001

Title : 1st

Title : Second language learners' native-like _____

Author(s) : _____ National _____ University, TAIWAN)

Major Research Field : Child Language Acquisition

Minor Research Field(s) : Syntax

Language(s) : Chinese-Mandarin

Keyword(s) : Mandarin, Structural priming, Syntax, Processing, SLA

Abstract File : 48KB, 2015/01/05 11:03:49

Manuscript : 201KB, 2015/01/05 11:03:49

Reviewer(s) : _____ (Accept Review: 2015/5/14)
 _____ (Online Review: 2015/5/14)
 _____ (Decline Review: 2015/6/11)

Reviewer Information

Primary E-Mail : _____

Secondary E-Mail : _____

Other E-Mail : _____

Title : Professor

Name : A.Tshogs (ACUO), Yeshe Vodgsal

Displayed Name : 意西德薩·阿錯

Job Title : Professor

Affiliation :

Department : _____

Mailing Address : _____

City : _____

State/Province : _____

Zip/Postal Code : _____

Country : CHINA


Telephone : _____

Facsimile : _____

Research Interests : 漢藏語比較、語言接觸研究，兼及語言哲學和哲學認識論研究, Sino-Tibetan contact, philosophy and epistemology.--2014/08/21 updated

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

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

(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 llsubmit@gate.sinica.edu.tw.



網頁訊息

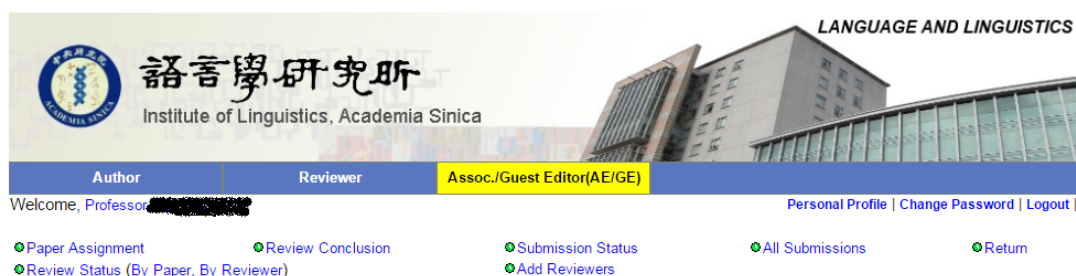
Are you sure to return this paper?

Yes No

確定 取消

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		1st		(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

Grade Sheet

Paper ID : N140 (1st review)

Paper Title : [Redacted]

1. Title : [Redacted]

2. Grading (confidential, please choose one of the following categories) :

(A) Accepted without significant revision
(B) Accepted after significant revision (no need for further review)
☒ (C) Resubmitted after revision
(D) Rejected as unsuitable for publication

3. General comments to the editor only : [Redacted]

4. Suggestions to the author : [Redacted]

5. Review form (only with suggestions to the authors when special character included): [Redacted]

2. Write GE's Review Conclusion

Save Submit Close

Conclusion

Paper ID : P140

Paper Title : [Redacted]

Author(s) : [Redacted]

*1. Recommendation :

☐ Minor Revision
☐ Major Revision
☐ Reject

*2. Comments to Editor-in-Chief only : [Redacted]

*3. General comments to Author(s) : [Redacted]

Save Submit Close

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

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Author Assoc./Guest Editor(AE/GE)

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☐ Paper Assignment
 ☐ Review Conclusion
 ☒ Submission Status
 ☐ All Submissions
 ☐ Return

☒ Add Reviewers

Reviewer List

Add Import Search by specialty Search by journal

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

Submit Close

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

Submit Back Close

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

4. Search reviewers of related specialty from the Database:

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

The screenshot shows the website of the Institute of Linguistics, Academia Sinica. At the top, there is a header with the logo and name in Chinese and English. Below the header, there is a navigation bar with links for Author, Assoc./Guest Editor(AE/GE), and other user options. A welcome message "Welcome, Ms. AE, 1" is displayed. Below the navigation bar, there are several links for paper assignment, review conclusion, submission status, all submissions, and return. A "Reviewer List" table is shown with columns for Name, Email, Affiliation, and Country. A red box highlights the "Search by specialty" button. A red arrow points from this button to a search form below. The search form has a label "Search Reviewer by Specialty" and a text input field with the keyword "Japanese". A red box around the search form contains the text "Click and then enter the keyword to search".

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	wyt2801@yahoo.com.tw	wyt2801@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			

Click and then enter the keyword to search

Search Reviewer by Specialty

Keyword of Specialty: Japanese

The screenshot shows the "Search Results" page. At the top, there is a message: "The keyword 'Japanese Pragmatics' matches multiple candidates. Please choose one:". Below this, there is a table with columns for Name, Email, and Specialty. A red box highlights the "Send" button. A red arrow points from the "Send" button to the "Specialty" column. A red box around the "Send" button contains the text "Select the reviewer and click on Send".

Name	Email	Specialty
		Applied pragmatics, Formal Semantics, Japanese --2014/10/07 updated
		Japanese historical linguistics; syntax/semantics/pragmatics interface issues, with special reference to Japanese; Sociolinguistics--2014/09/26 added
		語言學、日本語學、語用學; Linguistics, Japanese linguistics and Pragmatics--2015/7/15 added/RE, Discourse Analysis, Japanese, Pragmatics
		Formal semantics/pragmatics, Minimalist syntax, Syntax-semantics interface, Comparative syntax (English, Japanese, Mandarin Chinese and Mayrinax)--2015/6/4 added/AE, Functional, Others, Syntax
		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
		Computational Linguistics, Information Science, Natural Language Processing, Formalization of dynamic aspects of pragmatics in Japanese--2015/7/16 added
		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
		Japanese Syntax, Korean Syntax, Discourse Theory, Pragmatics, Syntax-Semantics Interface, Description and Documentation of Miyakojima Ryukyuan
		Pragmatics, Japanese language pedagogy, Classroom discourse, Conversation analysis and Translation and interpreting

Select the reviewer and click on Send