EDITORIAL REVIEW POLICY

Reflective of the very latest developments in Applied Linguistics and Translation Studies, **International Review of Studies in Applied Modern Languages - IRSAML -** values the long-standing tradition of the theoretical linguistic disciplines, seeking to set its own standards of excellence and become a tradition in its own right. **IRSAML** adheres to the principles of peer review on which it relies for best practice. Based on transparency, confidentiality, and fair expert assessment, the scholarly review process is instrumental in the selection for publication of quality manuscripts.

To be considered for potential publication in **IRSAML** articles are expected to meet international academic standards of expertise. The criteria for inclusion of an article in the journal are: contribution to the advancement of the field and the degree in which it benefits fellow researchers and practitioners in the area; rigorous methodology and thoroughly presented evidence; relevance to teaching and learning; innovative and original content. While we occasionally feature scholastic research pieces and critical reflections marketing new theoretical concepts and frameworks, our priorities lie with well-grounded, empirically-based articles that demonstrate sound independent thinking, contributing to the dissemination of practical, pedagogically-oriented practices. In this respect, we particularly welcome case studies and experimental essays that add value to the exchange of ideas in translation studies and applied linguistics, making for appropriate instructional resources. Irrespective of the category within which they fall, all submissions will be grounded in a systematic literature review, providing links to substantive findings across disciplines, where appropriate.

Among the factors influencing our choice of peer- reviewers, area of expertise, credentials, and availability for evaluation on a regular basis are foremost. Depending on the paper's field, the referees are typically members of the journal's editorial board - when they have sufficiently specialised, inside knowledge – as well as external readers that we select from a pool of established scholars.

REVIEW PROCESS

All articles published in **IRSAML** are refereed. In the interest of impartial evaluation, the review process is **blind**: manuscripts that meet the preliminary criteria of suitability are assigned to subject specialists for anonymous reviewing. Only manuscripts deemed to be within the scope of the journal are processed for formal review. Reviewers report back to the editors on the manuscripts recommending acceptance for publication, acceptance pending major/minor revisions (as per the report from the referee) or rejection, as the case may be. The review process normally takes between 60-90 days. The referees' comments are then forwarded to authors who are asked to proceed to appropriate revision. The referees' comments on rejected manuscripts are only forwarded to authors upon request. The identity of the referee is kept confidential and it is entirely at the discretion of the reviewers whether or not to reveal themselves to the corresponding author. **Only articles that fully respond to the editorial alterations suggested by the reviewer will appear.** The final decision regarding publication rests with the Editor-in-Chief.

Accepted manuscripts are subsequently forwarded to the Manuscript Editor for final processing. A letter of acceptance is finally sent out, requesting the author to sign the exclusive license to publish form and submit whatever final supplementary material may be required (pictures, supporting evidence, copyrights, etc.).

In assigning the license to publish, authors may use their own material in other publications provided that the journal is acknowledged as the original place of publication, and Risoprint Press, on behalf of The Department of Applied Modern Languages, is pre-notified in writing.