

Contributor Guidelines

- I. Contributor: All papers from on and off campus teachers and researchers are welcome.
- II. Research Disciplines:
 1. Languages and literary studies: Any papers and studies which are related to linguistics, language teaching, language policies, literature, and art criticism.
 2. International studies: Any papers and research that cover regional, comparative, and intercultural studies.
 3. Academic book review.Articles should be written in Traditional Chinese, English, French, German, Spanish, or Japanese. Multiple submissions are not accepted.
- III. Submission Date: we accept submissions all year round. The journal is published before the end of June and December each year.
- IV. Submission: We accept electronic files. Submissions should meet the journal's format. Fill out the "Contributor Information Sheet" (which can be downloaded from the website of the Industry-Government-Academia Cooperation Section of Wenzao's Office of R&D), and select the category of the article. Please provide all materials both in PDF and WORD, and send the materials to industry.cooperation@mail.wzu.edu.tw via email (Please specify "Submission to Languages and International Studies").
- V. Maximum Length: The maximum length should be 15,000 words.
- VI. Editorial Review:
 1. Preliminary review: Executive editors the format of the manuscripts according to the said research disciplines and the article format.
 2. Review: Manuscripts are reviewed anonymously by two approved referees. Please do not supply within the text of any submission any information by which the authors might be identified. Manuscripts are evaluated for their substance of content (importance of the theme, methodology, literature review, wording and structures, and research results).
 3. If revisions are needed, authors are responsible to reply or modify manuscripts based on review comments within two weeks. Accepted manuscripts will be returned in electronic files (PDF and WORD) after revisions are done. Clear illustrations should be enclosed with the manuscripts for layout when necessary.
 4. Manuscripts accepted should be remodified in accordance with the required style by

the journal before publication. The journal reserves the right to make textual improvements and revise formats.

5.Review result

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|--|--|--|-------------------------|------------------------|
| Review result 1 Review result 2 | Accept for publication | Accept for publication subject to minor revision | Resubmit after revision | Decline |
| Accept for publication | Accept for publication | Accept for publication subject to minor revision | Resubmit after revision | Need the third referee |
| Accept for publication subject to minor revision | Accept for publication subject to minor revision | Accept for publication subject to minor revision | Resubmit after revision | Need the third referee |
| Resubmit after revision | Resubmit after revision | Resubmit after revision | Resubmit after revision | Decline |
| Decline | Need the third referee | Need the third referee | Decline | Decline |

If the third referee’s review result is “Accept for publication” or “Accept for publication subject to minor revision”, the article is accepted; if the third referee’s review result is “Resubmit after revision” or “Decline”, the article is rejected.

VII.Article Format and Contributor Notes:

1.Standard format

- (1)A4 paper
- (2)Margin: Top and bottom-2.54cm; left and right-3.14cm.
- (3)Font: Chinese: PMingLiU; English: Times New Roman
- (4)Title (18, bold, centered); author’s name (14, bold, centered); the word “Abstract” (12, bold, centered); abstract, keywords and content (12); subtitles in the content (12, bold); footnote (10).
- (5)Single-spaced.

(6) Indent at the beginning of each paragraph; justify

(7) Use footnotes to place annotations at the bottom of the page.

2. Abstract:

(1) Title, author, abstract and keywords must be in Chinese and English, in addition to the language of the text.

(2) Title should be centered on the top, with author's name and abstract underneath. Leave one empty line between title and author, and between author and abstract.

(3) Place organization's name and position title as footnotes of the author's name. Part-time personnel should specify "Part-time"; Master student and Ph.D. student should specify.

(4) Abstract in any language is limited to one page separately.

(5) Keywords: aligned flush left, with one empty space under abstract. Limited to five.

3. Citation Style:

(1) For Chinese references, please refer to the format of the *Journal of the Institute of Chinese Literature and Philosophy*.

(2) As for English references, refer to the American Psychological Association (APA) or Modern Language Association (MLA) Style.

VIII. Notes for Authors:

1. All rights reserved. Authors are entitled to the moral rights, and they are responsible for their works. Reproduction should not be made in other journals without the school's permission.

2. The journal reserves the right to the total amount of papers published in one volume. Manuscripts accepted with process behind schedule will appear in the next volume.

3. Please note that our reviewers will provide comments either in Chinese or in the language of the submitted paper. We will not provide the translation of the reviewers' comments.