



GUIDELINES FOR SPECIAL OR THEMATIC ISSUE PROPOSALS

The journal invites experienced researchers to submit proposals for special (or thematic) issues on linguistic minorities. Those responsible for an approved proposal may be invited to take on the role of guest editors. The journal prefers a team of two researchers with experience in the proposed issue's theme.

As a rule, a special issue consists of seven or eight articles of 7000 words or 40 000 characters (including spaces). The time required for the preparation of a special issue can be two years, beginning on the date of the proposal's submission to the journal and ending on the date of the special issue's publication.

We describe briefly in this document the criteria and processes leading to the approval of a request to publish a special issue of the journal.

A. Quality Criteria

The qualities of a proposal:

- a. **Pertinence:** the special issue addresses fundamental theoretical questions concerning linguistic minorities.
- b. **Interest:** the special issue is on a theme or subject that is of interest to an important proportion of the journal's readership.
- c. **Coherence:** the articles proposed form a coherent whole and are intimately tied to the theme of the issue.
- d. **Breadth:** the issue brings together the research of both experienced and emerging researchers from diverse regions. This research pertains to different linguistic minorities or, when it pertains to a particular linguistic minority, provides linkages to other linguistic minorities.
- e. **Quality:** the quality of the research presented in the articles proposed is of utmost importance. On the whole, the proposal must be persuasive.

Note: On Special Issues and Conference Papers.

The theme of a session and the choice of the presentations at a conference do not necessarily constitute a particularly solid foundation for the publication of a thematic or special issue. We therefore encourage those who wish to publish the texts presented in a themed session to adopt, from the outset of the session's organization, a strategy aimed at publication. In this case, contents and contributors are chosen as for publication, rather than for the session which is then followed by efforts to publish a special or thematic issue. When the session is organized without setting the publication of a special issue as its ultimate goal, it is possible that those who submit a proposal for the publication of a thematic issue will have to revise substantially the statement of the problem and the purposes pursued by the themed session, in order to publish in the form of a special issue.

B. Submission of a Proposal for a Thematic Issue

Every proposal for a thematic issue must include the following information:

1. Information concerning those responsible for the proposal:

- Name, affiliation, and email of those responsible for the proposal.
- A short résumé of those responsible for the proposal, with details showing that they have the necessary expertise to be the guest editors of the thematic issue proposed.

2. Proposal Contents:

- The (working) title of the issue.
- A detailed outline of 1000 to 1500 words clearly explaining the thematic issue. It is essential to highlight the importance of the theme and the contribution of the issue to scientific knowledge.
- A text of 400 to 500 words which could eventually be used, if needed, in a Call for Papers.
- The (working) list of guest authors who have been invited to submit a manuscript (or who have already prepared one), along with their affiliation.
- The (working) title of each article.
- A summary of a maximum of 500 words of each article submitted or which will be submitted, as well as an introduction to the special issue.
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3. Submitting the Proposal

- The proposal must be sent electronically to the journal editor at the following address: mls-lms@umoncton.ca.

C. Decision-Making Process Concerning a Proposal

1. When a proposal for a thematic issue is submitted to the Journal, it is studied by the journal's editorial board, under the responsibility of the Editor.
2. The Editor then informs those responsible for the proposal of the Journal's decision: acceptance of the proposal, request to revise and resubmit the proposal, or rejection of the proposal. The invitation to revise and resubmit is accompanied by comments and suggestions.
3. When a revised proposal is submitted, it is evaluated by the editorial board and the Editor. Their decision, along with explanatory comments, is transmitted to the proposal's authors.
The journal's editor transmits the editorial board's decision, supported by a comprehensive explanation, to those responsible for the proposal.

Nota bene: The Editorial Board reserves the right to make a Call for Papers.

D. Special Issue Preparation

1. Journal Editor responsibilities:
 - Sends all relevant documents to the guest editors.
 - Sets the editorial timetable with the guest editors.

2. Guest Editor responsibilities:
 - Sign the letter of agreement that specifies the various tasks they are called to perform (see “Letter of Agreement with the Guest Editor”).
 - Prepare a definite plan for the thematic issue with the names of the authors and the titles of the articles.
 - Organize the call for papers and provide their contact information.
 - Send all relevant documents to the authors;
 - Carry out their tasks as soon as they have received the articles (the tasks to be completed during this process are described in the “Guidelines for Publishing an Article”).
 - Write the introduction to the special issue.
Nota bene. The detailed outline of 1000 to 1500 words clearly explaining the thematic issue, the importance of the theme and the contribution of the issue to scientific knowledge (See section B.2 above) may serve in the preparation of this introduction.