

CALL FOR PAPERS  
18TH CONGRESS OF THE INTERNATIONAL  
ASSOCIATION OF LOGOPEDICS AND  
PHONIATRICS  
AUGUST 4-7, 1980  
WASHINGTON, D.C.

The IALP Congress Program Committee announces the Call for Papers for the 18th Congress of the International Association of Logopedics and Phoniatics. All persons interested in contributing papers, films, audio-visual productions or workshops are urged to submit the title and a 25-word précis of each proposal *before October 1, 1979*, to:

IALP Congress  
10801 Rockville Pike  
Rockville, Maryland 20852

The first announcement of the Congress, which includes a preliminary application and program submission form, has been mailed to all ASHA and IALP Members. Additional copies may be obtained from the above address.

*Lloyd S. Bowling, Chairman  
Program Committee, 1980 IALP Congress  
10801 Rockville Pike  
Rockville, Maryland 20852*

*You are cordially invited to attend*  
the 1979 Annual Convention  
of the  
American Speech-Language-Hearing Association  
November 16-19, 1979  
Atlanta, Georgia

Housing forms, published  
in July *Asha* can be  
obtained from:  
Convention and Meetings Division  
American Speech-Language-Hearing  
Association  
10801 Rockville Pike  
Rockville, Maryland 20852

Registration at the Annual Convention:  
ASHA Member \$30, NSSHA Member \$10, Nonmember \$45  
Nonmember spouse of a member registrant \$4

Preregistration, to be received by ASHA Convention and Meetings  
Division by *October 1*: ASHA Member \$20, NSSHA member \$7.

# *Information for Authors*

## **Editorial Policies**

The *Journal of Speech and Hearing Disorders* is intended for those interested in disordered speech, language, and hearing, particularly clinicians who provide services to persons with communicative handicaps. Three types of manuscripts are invited: articles, reports, and letters. To insure objectivity all contributions, including Letters to the Editor, are typically reviewed by at least two consultants who have no author identification available to them. The major criteria for judgment are clinical significance of the problem, conformity to standards of evidence, and clarity of writing.

All papers submitted are considered for publication. The author's membership, or lack of it, in ASHA is not a factor in selection. No manuscript that has been published or is under consideration elsewhere should be submitted to the *Journal of Speech and Hearing Disorders*.

## **Types of Manuscripts**

*Articles.* Articles may be philosophical, conceptual or synthesizing essays on topics of clinical importance. They must reflect highest levels of scholarship in use of evidence and logic. They should be written clearly and precisely.

*Reports.* Reports pertain to clinical topics of limited scope and will be judged in terms of scientific merit. Typically, they are reports of results of work with samples of sufficient size to permit general statements about a population at large. They can also be single-subject studies that support valid inferences about the nature of communicative disorders. When based on sound research methods, both types of studies can provide clear answers to important clinical questions. Reports may also be case studies that describe new or unusual findings, new insights, or new clinical approaches. An excellent case study can be a powerful tool for formulating important questions and hypotheses.

Manuscripts about tests or other instruments for clinical classification or decision making will be evaluated relative to criteria presented in *Standards for Educational and Psychological Tests* (American Psychological Association, 1200 Seventeenth Street, N.W., Washington, D.C. 20036). The Journal does not now publish test-manuscripts that do not report validity information. Even with such information new tests reporting standardization data may not be published if they are about to be, or have been, released for commercial distribution. Such information should be included in the test manual. Manuscripts are considered regarding published tests in current clinical use even though they may not have been well validated. Such research has value in providing information about an instrument which increases clinical utility, or highlights shortcomings that can only be corrected by major revision and redevelopment.

*Letters.* Letters may range from responses to recently published papers to statements of points of view to brief summaries of pilot work. The only limitation concerning letters is that they pertain to communicative disorders, be responsible statements, contribute to knowledge, and be well and concisely written.

## **Editing**

Papers are edited to improve effectiveness of communication. When editing is extensive, with consequent danger of altered meanings, papers are returned to the author for correction and approval. Authors are free to make additional minor changes at this stage. Minimal alterations are also permissible on the galley proofs.

## **Preparing Manuscripts**

Organize your material carefully, putting a statement of the problem first, supporting details of argument second. Present each step in terms of the purpose it serves in supporting your finding resolving the problem.

Provide enough details of method and equipment so that another worker can repeat your work, but omit details that are generally known or can be covered by citation of another paper. Use metric units of measure. If measurements were made in English units use metric equivalents.

Avoid specialized jargon and abbreviations. Use technical terms only as necessary. Choose the active voice more than you choose the passive, for the passive voice usually requires more words and often obscures the agent of action. When in doubt consult a general style manual such as the University of Chicago's *A Manual of Style*.

## Information for Authors

*Addresses.* Manuscripts and editorial correspondence should be sent to William H. Perkins, Editor, *Journal of Speech and Hearing Disorders*, Center for the Study of Communicative Disorders, Kerckhoff Hall, University of Southern California, 734 West Adams Boulevard, Los Angeles, California 90007.

Galley proofs and all correspondence concerning papers in the process of publication should be sent to the American Speech-Language-Hearing Association. Attention: Publications Department, 10801 Rockville Pike, Rockville, Maryland 20852.

*Manuscripts.* Submit the original typed manuscript and four copies. Three of the copies should contain no names or institutional references by which a reviewer could identify the author. If authors wish to have a copy of their manuscript returned they should enclose a stamped self-addressed envelope. Retain a sixth copy for your file. The original and one copy will be used by the editor. The other copies will be used by an associate editor and editorial consultants and will not be returned to the author. The manuscript should be typed, double spaced, with one-inch margins on white bond paper. Pages should be numbered consecutively in the upper right-hand corner of each page. The senior author's name should be typed in the upper left-hand corner of each page of two of the manuscripts. Page 1 of the original and one copy of the manuscript should include (1) the title of the article, (2) the names (without degrees) and institutional affiliations of all authors, and (3) the name, address, and telephone number of the author to whom editorial correspondence should be addressed.

Page 2 of the manuscript should contain an abstract not to exceed 200 words. This abstract will appear at the beginning of the published article. The abstract should begin with reference to the subject of the article. The abstract should convey to the reader as much information as possible about highlights of the manuscript. Summaries are not published.

The text or body of the manuscript should begin on Page 3. In this section, the liberal use of major headings and subheadings is recommended. First-level headings designate the major divisions of the paper. Usually no more than three heading levels should be used. Descriptive headings are recommended. Use of abbreviations, italics, and parenthetical statements is discouraged. The metric system should be used in all measurements. Questions regarding style may be resolved by reference to *A Manual of Style* (12th ed.), which is published by the University of Chicago Press.

Citation of grant or contract support, change in affiliation of one or more authors, and so on, should be placed in the Acknowledgment.

*Tables.* Tables may be used where they

will simplify presentation of information. Otherwise they should not be used. Where extensive tables of data or of statistical analysis must be available to the interested reader in raw form, the author is encouraged to deposit such information with the American Documentation Institute (ADI) of the Library of Congress.

Type each table, double spaced, on a separate sheet of paper. Number the tables consecutively with Arabic numerals. Refer to all tables in the text but design each table so that it is complete in itself. Devote considerable thought to the development of table headings. Each heading should be concise yet include a description of what the table contains.

*Figures.* Each manuscript copy should contain all figures. However, only two sets of publication quality figures are needed. Number figures consecutively with Arabic numerals. Refer to all figures in the text, but design each figure to be complete in itself. Place each figure on a separate page, without legend. All legends should be typed, double spaced on a separate page(s).

When preparing figures, use a professional lettering set (such as Leroy or Doric) or phototypesetting equipment. Freehand and typewritten lettering are not acceptable. Rub-on lettering may be acceptable if professionally prepared. Use black ink and a good grade of white drawing paper. Bear in mind the relation of lettering size to the total area, to insure that the lettering will still be legible when the figure is reduced. The data points and lines connecting them should be the darkest lines in each figure. Identify each figure on its reverse side giving author name, article title, and figure number; indicate, also on the back, the top of the figure.

*References.* All publications cited in the text should be included in a reference list. The abbreviation *et al.*, may be used in the text but not in the reference list. Its use is limited to papers with four or more authors and papers with three authors for second and subsequent citation. Literature references within the text should be cited by author's surname and year of publication rather than by reference number. For example: . . . as shown by Smith (1972), . . . as shown earlier (Smith, 1972), or . . . as shown by Smith and Jones (1972, p. 78).

To distinguish two or more works by the same author(s) in the same year, append suffixes a, b, c, and so on, to the year of publication. For example: . . . as shown by Smith (1972a, b).

The reference list should be double spaced and arranged alphabetically by author surname. The reference page(s) should be numbered in sequence immediately following the last page of the text. The page of figure legends should follow the references.

Responsibility for the accuracy of references rests with the author.