Guidelines for Contributors

HOW is an annual publication led by ASOCOPI, the Colombian Association of Teachers of English. It is a journal by and for teachers of English who wish to share outcomes of educational and research experiences intended to add understanding to English language teaching practices. HOW is registered with Infotrac GALE Cengage Learning - Informe Académico and EBSCO. The journal is also indexed in Educational Research Abstracts – ERA, MLA International Bibliography, and in Publindex-Colciencias, classified in category B.

Important Note About Publication Frequency: Starting from volume 21, corresponding to the year 2014, the journal will be published twice a year (two numbered issues per volume). The deadline for submission of manuscripts for the first issue (published in April) is June 15 of the previous year. Submissions for the second issue (published in October) will be received until January 15 of the same year.

Our purpose: Our Journal’s main objective is to maintain communication among English teachers in Colombia and abroad by offering opportunities for the dissemination of knowledge resulting from educational and research practices concerning English language teaching issues.

Sections of the Journal

You can submit your manuscript to one of the three sections of our journal as follows:

Research Reports: In-progress and final reports of studies carried out by teacher-researchers or student-teachers studying in BA programmes. The abstract of the paper should explicitly indicate this and the structure of the article should include the main components of a research report: introduction, method, results, conclusions, references, among others.

Reports on Pedagogical Experiences: These tell the reader about teaching practices that have been systematized by the authors as a result of an analytical process. Reports on pedagogical experiences are expected to include a solid justification, the description of the processes followed in a given educational setting, samples of such processes, results of the experiences and conclusions. The authors are also expected to support their manuscript with theoretical and/or research studies and to present analytical perspectives.

Reflections and Revision of Themes: Specific subjects or topics can be examined in depth in two types of articles: reflections and revisions of themes. An article of reflection
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presents the results of a research project from the author’s analytical, interpretative or critical perspective. It is about a specific topic and draws on the close examination of a variety of sources and clearly shows the author’s informed points of view. An article of revision is the result of a research project in which one analyses, systematizes and integrates the outcomes of published or non-published research projects about a specific topic. They gather the advances and developmental tendencies in the field and support them with a rich and varied selection of references.

**Submitting an article**

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Please send the article and the consent form (if applicable) together with a letter to the editor specifying the following: Title of the article in English and in Spanish (Titles should not be longer than 12 words), Author(s) name(s) (use the name with which you want to be
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