

Editorial

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This is the first issue of volume 57 of *Names: A Journal of Onomastics*, and the second volume to be published by Maney of the United Kingdom. The journal is now on a regular publication schedule.

When an author receives page proofs of an article, review, or other materials scheduled to appear in a forthcoming issue of *Names*, he or she should send the corrections directly to the Editor (fhnueso1@louisville.edu) as an email attachment in Word. There are some very helpful procedures that an author should follow. First, read the entire document carefully for any corrections. Second, the author should also answer any queries. A query is indicated by a boxed Arabic numeral in the right or left margin of the text, and it corresponds to the same Arabic number at the end of the text, which contains a specific question. When an article, review, or other materials appear in page proof, only corrections of errors and responses to queries are permitted. An author may not make major textual changes at this stage of production.

The following are recommendations for correcting page proofs:

1. Check every aspect of the proof including author(s)' name(s), abstract, running heads, notes, references, and note on contributor(s).
2. Answer all queries. A query asks a specific question including the following:
 - Can you clarify this sentence?
 - Is this citation in the references?

It is useful to respond to the specific question, and make the necessary change. A lengthy explanation is not necessary, and should be avoided.

3. Indicate corrections according to the following format:
 - Specify page number.
 - Specify paragraph number.
 - Specify line number in the paragraph.
4. Use the following specific language to indicate the precise type of change needed.
 - Insert.
 - Delete.
 - Transpose.

A typical page proof correction would have the following format:

- p. 21, par. 2, line 7. Delete “the” before “book.”
- p. 95, par. 4, line 3. Insert “a” before “syllable.”
- p. 241, par. 1, line 10. Transpose “woman the” to “the woman.”

In terms of manuscript preparation, another matter relates to the inclusion of tables and figures. The following are general guidelines.

- Place all tables and figures as separate items on separate pages at the end of the typescript.
- Number tables consecutively.
- Number figures consecutively.
- Provide a concise and clear caption for all tables and figures.
- Indicate within the text of the typescript the approximate positioning of the table or figure with the following notations:

<Place Table 1 about here>

<Place Figure 1 about here>

The “special issue” of *Names* has been a tradition for some time. Past special issues have focused on “Computers and Onomastic Research,” “Native American Geographic Names,” and most recently (March, 2008, “Names and Ethnicity,” edited by Alleen Nilsen and Don L. F. Nilsen. The editor welcomes proposals for future special issues. If you have a topic for a special issue that you would like to propose, please contact me immediately. In collaboration with the editor, the guest editor(s) for a special issue would be responsible for the following:

1. Determining the focus of the special issue.
2. Choosing an appropriate title for the special issue.
3. Selecting authors to write the essays which will be included. (These should be prepared according to the format requirements for submissions found in Notes for Contributors on the inside back cover of the journal.)
4. Maintaining close contact with the *Editor* of *Names* to ensure an appropriate outcome.
5. Meeting of all of the deadlines set by the *Editor*.

Names is always looking for submissions that deal with some aspect of onomastics. We invite you to submit your onomastics article in accordance with the format requirements stated on the inside back cover of the journal or the *Names* Style Sheet located at the Web Site of the American Name Society (<http://www.wtsn.binghamton.edu/ans/>).