## AE invitation letter

Dear XXXX,

We invite you to serve as an Associate Editor on the Editorial

Board of the ACM *Transactions on Computing Education*. We ask

of our Ed Board members that they:

1. Actively solicit manuscripts and promote the journal among

their disciplinary colleagues. We hope to have a brochure to

distribute within the next few months. One-on-one with authors at

conferences can be fairly effective. We also request that you let us

know about smaller educational conferences or educational tracks in

your area, or have committee members get in touch with us to discuss

options.

2. Act as Associate Editors in the traditional sense, for papers

within their areas of expertise. This involves soliciting reviewers,

getting reviews, and making recommendations on a manuscript

assigned by the Editors-in-Chief. We anticipate that each board

member will serve as AE's for 3 or 4 papers each year.

Given these responsibilities, will you serve as the Associate Editor

representing SIGITE for TOCE? If so, for what kinds of papers

(i.e. which categories of paper) do you feel best qualified to serve

as the Associate Editor?

Sincerely,

Josh Tenenberg and Robert McCartney

Co-Editors in Chief

ACM Transactions on Computing Education