Dear Peter,

Thank you for submitting your proposal for a Special Issue of TOCE on Computer Science Education in Schools. We are very impressed with this proposal, and accept it. We think that it will make an important contribution to the literature, and are interested in moving forward with this issue. We also accept your rationale for working with your four Guest Editors, and believe that your work together will ensure the strength and quality of this issue. However, we would like to give you a special role, which we (and the ManuscriptCentral system) will call "Associate Editor." There are three primary responsibilities in this role:

1. You will be the only one of the Guest Editors who we will need to have contact with; otherwise, the lines of communication will become very complex.

2. You will be responsible for using ManuscriptCentral for actually making the recommendations to us. However, we will give you instructions on how to set things up so that the other Guest Editors have access to all of the manuscripts and reviews that are submitted.

3. You will oversee the special issue, and make sure that all of the responsibilities are carried out.

In other words, this likely formalizes the role that you have already undertaken for this special issue in organizing your colleagues and communicating with us.

Just so that you know what you are getting into, here is a brief summary of the responsibilities of the Guest Editors:

o Solicit papers

o Read the abstracts, and determine for which authors you would like to submit full papers

o Assign submitted papers to reviewers

o Make meta-reviews and recommendations for the papers that will be accepted into the issue, noting the changes that need to be made by those papers that you would like to appear.

o Organize the review of the revised papers to ensure that the changes were made.

o Write a guest editorial that provides an overview of the special issue and provides a summary of each of the papers and how it relates to the central theme of the issue.

It will take about 18-24 months from the start of this process (now) until the publication of the final papers in the ACM Digital Library. We have done this process several times, and will work with you each step of the way. It is fun (for an academic, that is), and it is a real contribution to the community.

Will you kindly let us know if you and the other Guest Editors are ready to move forward? At that point, we can set up a schedule of target dates, and get started on the first step in the process.

Josh & Robert