International Association for Language Learning Technologies
IALLT Journal of Language Learning Technologies

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Printed by Brown University Graphic Services, 164 Angell Street
Providence, Rhode Island 02912
Post Office: Please send address changes to IALLT Journal, c/o IALLT Business
Manager, Instructional Media Services, Concordia College, Moorhead, MN 56562

ISSN: 1050-0049

Vol. 36, No. 1 2004
THE IALLT JOURNAL

is the primary publication of the International Association for Language Learning Technology, Inc. (see our Web site at http://www.iallt.org/). Established in 1965, IALLT is a professional organization whose members provide leadership in the development, integration, evaluation and management of instructional technology for the teaching and learning of language, literature and culture. IALLT's membership represents hundreds of institutions of varying sizes and educational levels. The majority of the Journal’s readers are administrators or technical support staff of language technology centers, ESL and language labs, and other centers in which technology is applied to language teaching and learning; the readership also includes language faculty and teachers who use technology.

The Journal is a fully refereed professional journal, published twice yearly, in April and October. Please see the Publishing Guidelines on page five for more information.

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EDITORIAL BOARD

Editor-In-Chief
Andrew F. Ross, Language Resource Center, Brown University, Box 1935, Providence, RI 02912-1935. Telephone: (401) 863-7010. Fax: (401) 863-2551. E-mail:Andrew_Rosss@Brown.edu.

Associate Editor
Barbara Sawhill, Director, Cooper International Learning Center,
Administration

331 Peters Hall, 50 North Professor Street, Oberlin College, Oberlin, OH 44074. Telephone: (440) 775-8595. Fax: (440) 775-6888. E-mail: Barbara.Sawhill@oberlin.edu.

Associate Editor

Jörg Waltje, Director, Language Resource Center, Dept. of Modern Languages Ohio University Gordy Hall 17 D, Athens, Ohio 45701. Telephone: (740) 593-2748. Fax: (740) 593-0729 E-mail: waltje@ohio.edu.

Managing Editor

Gamin Bartle, Language Resource Center, 252 B.B. Comer Hall, PO Box 870246, University of Alabama, Tuscaloosa, AL 35487. Telephone: (205) 348-8472. Fax: (205) 348-2042. E-mail: gbartle@as.ua.edu.

Assistant Copy Editors

M. L. Dunser, Derrick McIntosh, Language Resource Center, University of Alabama.

Assistant Editor for Electronic Publications

Marlene Johnshoy, Center for Advanced Research on Language Acquisition (CARLA), University of Minnesota, 395 S Pascal St Paul, MN 55105. Telephone: (612) 625-8848. Fax: (612) 624-7514. E-mail: johns484@tc.umn.edu.

Advertising Manager

Sara Wilson, Language Laboratory, 402 Newcomb Hall, Tulane University, New Orleans, LA 70118-5698. Telephone: (504) 865-5879. Fax: (504) 862-8689 E-mail: swilson@tulane.edu.

COLUMNISTS

Authentic Materials
Vacant

Conference Reports

Harold Hendricks, (see Executive Board listing).

Courseware Update

Peter Yang, Language Laboratory, Case Western Reserve University, 10900 Euclid Avenue, Guilford House 205, Cleveland, OH, 44106-7118. Telephone: (216)386-2234. E-mail: pjy2@po.cwru.edu
Lab Management
Matthew Wyszynski, Department of Modern Languages, The University of Akron, Akron, OH 44325-1907. Telephone: (330) 972-7490. E-mail: wyszynski@uakron.edu.

In the Professional Literature
Vacant.

Regional Reports
Editorial board and regional leaders.

Distributed Learning
Vacant.

Intellectual Property
Judy Shoaf, Director, Language Learning Center
University of Florida, Gainesville, FL. Telephone: (352) 392-2112. E-mail: jshoaf@clas.ufl.edu.

K-12 Update
Vacant.

LLTI Highlights
Ute Lahaie, Director, Language Acquisition Center, Modern Foreign Languages, Baylor University, PO 97391, Waco, TX 76798. Telephone: (254) 710-6453. E-mail: Ute_Lahaie@baylor.edu.

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IALLT President
Peter Liddell, Language Centre, University of Victoria, Box 3045, Victoria, BC V8W 3P4, CANADA. Telephone: (604) 721-8294. E-mail: pgl@uvic.ca.

IALLT President-Elect
Ursula Williams, Language Resource Center, 201 O'Shaughnessy Hall, University of Notre Dame, Notre Dame, Indiana 46556. Telephone: (574) 632-5881. E-mail: uwilliam@nd.edu.
IALLT Programs Director
**Judi Franz,** Humanities Instructional Resource Center, University of California-Irvine, 269 Humanities Hall, Irvine, CA 92697-3775. Telephone: (949) 824-4500. E-mail: jmfranz@uci.edu.

IALLT Secretary/Parliamentarian
**Ute Lahaie,** Dept. of Foreign Languages, Gardner-Webb University, Campus Box 7305, Boiling Springs, NC 28017. Telephone: (704) 406-4415. E-mail: ulahaie@gardner-webb.edu.

IALLT Business Manager
**Ron Balko,** Instructional Media Services, Concordia College, Moorhead, MN 56562. Telephone: (218) 299-3464. Fax: (218) 299-3246. E-mail: Balko@cord.edu.

**IALLT Regional Group Leaders**

**Canada**
**Kathy Hanneson,** College of Arts Media Centre, Rm. 019 MacKinnon Bldg., University of Guelph, Guelph, Ontario, CANADA N1G 2W1. Telephone: (519) 824-4120 ext. 2144. E-mail: khanneson@uoguelph.ca.

**MAALLT**
Mid-Atlantic (NC, TN, KY, VA, WV, MD, DC)
**Karl W. Fisher,** Language Lab, University of the South, 735 University Ave., Sewanee, TN 37375. Telephone: (931) 598-1468. E-mail: kfisher@sewanee.edu.

**MWALLT**
Midwest (ND, SD, NE, KS, MN, IA, MO, WI, IL, OH, MI, IN)
**jenise Rowekamp,** CLA Language Center, 51 Fol H, 9 Pleasant St SE, Minneapolis, MN 55455. Telephone: (612) 625-3865. E-mail: rowek001@umn.edu.

**NERALLD**
New England (ME, VT, NH, MA, CT, RI)
**Mary Morrisard-Larkin,** Educational Technology Group, College of the Holy Cross, One College St., Box 118A, Worcester, MA 01610. Telephone: (508) 793-3796. E-mail: <mmorrisa@holycross.edu>.
NEALLT
Northeast (NY, NJ, PA, DE)
Cindy Evans, Foreign Language Resource Center, Dept. of Foreign Langs. & Lits., Skidmore College, 815 N. Broadway, Saratoga Springs, NY 12866. Telephone: (518) 580-5205. E-mail: cevans@skidmore.edu.

NWALL
Northwest Region (AK, WA, OR, MT, ID, WY)
Paul Aoki, Language Learning Center, University of Washington, 108 Denny Hall, Box 353140, Seattle, WA 98195-3140. Telephone: (206) 543-0536. E-mail: i5no8@u.washington.edu.

Bridget Yaden, Language Resource Center, Department of Languages and Literatures, Pacific Lutheran University, Tacoma, WA 98447. Telephone: (253) 535-8330. E-mail: yadenlbe@plu.edu.

SOCALLT
South Central (TX, OK, AR, LA, CO, NM)
Ute Lahaie, Dept. of Foreign Languages, Gardner-Webb University, Campus Box 7305, Boiling Springs, NC 28017. Telephone: (704) 406-4415. E-mail: ulahaie@gardner-webb.edu.

SEALLT
Southeast (MS, AL, SC, GA, FL)
Georgia Schlau, Director, Michael Pincus Language Resource Center, College of Charleston, 66 George St. Charleston, SC 29424.
Telephone: (843) 953-7136. Fax: (843) 953-7137. E-mail: schlau@cofc.edu.

SWALLT
Southwest (CA, NV, AZ, HI, UT)
Gus Leonard, Language Lab, Room 119, Building 48, California State University at Monterey Bay, Seaside, CA. 93955-8001. Telephone: (831) 582-4446. E-mail: gus_leonard@csumb.edu.
The IALLT Journal encourages submissions on the following topics as they relate to technology for teaching and learning foreign and second languages:

- facility planning and renovation
- funding and grants
- selecting hardware and courseware
- materials development and evaluation
- copyright/legal issues
- management of facilities and personnel
- teaching language with technology
- training others to use technology

Other topics may be appropriate, as well.

Technologies of interest to our readers include, but are not limited to audio, video, satellite, computing, multimedia, and global networks. Submissions should appeal to a broad audience, including those without background knowledge of the topic addressed. You are encouraged to contact the Editor-In-Chief to discuss your topic prior to submission. All manuscripts are read by the Editorial Board and by reviewers with expertise in the topic addressed by the author.

There are three categories of submissions:

Feature Article manuscripts are generally from 4,200 to 10,500 words in length. Feature articles explore a topic in depth, draw on relevant research and related professional literature, usually include a bibliography, and may present original research findings. Keynote addresses or speeches may also appear as features.

Lab Notes are less formal in nature, may adopt a conversational tone and are generally 2,800 to 7,000 words in length. Possible topics include:

- experiences at individual institutions or labs in any of the topics listed above under "Topic Information"
- a summary of available information on a given topic
Publishing Guidelines

- descriptions of projects
- techniques for teaching with technology

Bibliography and citations of other experts in the field are appropriate but not required.

Columns

Columnists welcome material from contributors. This can take the form of a piece of information, a suggestion, a brief report (which will be credited to you), or a guest column. Contact the appropriate columnist before proceeding. (See addresses on pages 3 and 4.)

Authentic Materials reports on the range of authentic materials available for language learning and instruction. This may include such topics as audio and video series and materials available from a variety of sources on the World Wide Web.

Conference Reports gives summaries of previous conferences and meetings of particular interest to IALLT members.

Courseware Update provides information about new language instructional software and authoring tools released in the last year.

Distributed Learning reports on the wide variety of network and Web-based applications for foreign language teaching and learning. Topics may include model projects, case studies, instructional applications, product surveys and reviews, and resources for supporting distributed learning.

In the Professional Literature surveys articles and news items that have appeared in professional publications of interest to our membership.

Intellectual Property addresses current topics in the area of copyright and intellectual property and may include information about case studies, resources, and related events.

K-12 Update addresses such topics as technology-enhanced projects in primary or secondary foreign language education, training and funding opportunities for teachers and schools, considerations for the K-12 language lab, and information about technology tools and applications that specifically target the pre-collegiate market.
Lab Management includes such topics as management of permanent and student staff, faculty development, funding, leadership, and resources useful in the management of a language technology center.

LLTI Highlights summarizes various topic discussions posted on the LLTI (the Language Learning Technologies International) listserv.

Multilingual computing focuses on issues related to the input and display of language fonts, diacritics and character sets. Topics may include system setups, compatibility across platforms, and configuration of productivity, course management and instructional software applications.

Satellite Update reports on the various satellite services of interest to language professionals. Topics may include surveys or reviews of satellite providers and related services, updates on satellite hardware and technology, guidelines for purchase and installation, as well as listings of print and other informational resources.

Technical Update reports on items related to the technical infrastructure of a language technology center. Topics may include operating systems, security hardware and software, networking tools and user management, audio/video hardware and streaming media servers.

In all categories, the Editors will consider reprinting materials published elsewhere. If you are submitting already published material, or if you are requesting a reprint, please provide information on the scholarly style you used in the manuscript, the name of the publication, issue number and address, phone and email of the copyright holder.

The Journal accepts articles for publication on a rolling basis—we will attempt to publish accepted manuscripts in the next volume of the Journal in which there is space to do so.

For Feature Article and Lab Notes manuscripts, as well as guest column submissions:

- Follow the Chicago Manual of Style "scientific" conventions.
- Please submit double-spaced, spellchecked manu-
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scripts. Use Times New Roman or Palatino fonts at 10 points.
- All manuscripts should be submitted in Rich Text Format (RTF).
- Do not use headers or footers. Your name should not appear outside the body of the document.

Submissions Process

Your manuscript will be processed as follows:

- The Editor or Associate Editor will acknowledge receipt of your manuscript.
- If the editorial staff judges the content appropriate for the Journal’s readers, the manuscript will be edited so that the author is not identifiable and sent to IALLT Journal reviewers for their analysis.
- You will be notified of the manuscript’s status as soon as the reviewers’ reports and the commented manuscript have been reviewed by the Journal’s editorial staff. We use three broad categories: publishable as is, publishable with minor or major revisions, and unpublishable. It is left to the author’s discretion as to whether he or she wishes to make the suggested revisions for publication.