

## **Rationale for Establishment of Guidelines for Persons Producing Cued Speech Materials They Wish the NCSA to Approve, Recommend and/or Distribute**

The National Cued Speech Association (NCSA) is a relatively young organization, incorporated in 1982, after several other countries had already formed national Cued Speech (CS) organizations. Though the NCSA has accomplished a great deal in a dozen years, many needed policies and guidelines are yet to be established. A conspicuous example is in the area of furnishing guidelines for persons preparing Cued Speech materials and establishing procedures for reviewing such materials in advance of publication.

Scholarly journals make regular use of early communication with authors submitting manuscripts. Editors not only furnish guidelines but engage in editorial negotiation and make suggestions to the authors after a manuscript has been received and judged generally suitable for publication. This procedure typically results in improvement of manuscripts and conformity with established standards.

The NCSA follows a review procedure similar to that of most scholarly journals in its production of the *Cued Speech Journal*. As time permits, the NCSA editorial committee works with the editor in carrying out review, revision and approval of submitted manuscripts. However, the NCSA has not until this year established policies or guidelines in connection with other CS materials, such as books, manuals, and lessons. In the past these have been evaluated after the fact, if at all, and typically listed, promoted and even sold by the NCSA without any official review or approval process.

Up to this point, persons producing Cued Speech materials have had to proceed essentially on their own, soliciting input from others as they chose, or not. At its meetings in San Antonio in March, Rochester in June, and at Cue Camp Virginia in September, 1994, the NCSA Board of Directors established three sets of guidelines, one establishing procedures recommended to producers of CS materials, one for terminology regarding CS, and one for the mechanics of the cueing process. Producers are under obligation to follow those guidelines only if they desire the presumed advantages of early communication and assistance and/or advance approval and support. After-the-fact approval and promotion of CS materials by the NCSA will still be possible. The guidelines are intended to be helpful also to teachers of CS, certifiers of CS instructors and transliterators, and cuers in general.

In summary, the guidelines and procedures have three purposes:

1. To enable producers of Cued Speech materials to have the benefit of prepublication input that will both lead to improvement of the product and enhance the probability of NCSA approval and support.
2. To protect the NCSA from the danger of allowing Cued Speech materials to be treated as if approved or recommended by the NCSA without their having gone through appropriate review and approval procedures.
3. To enable instructors, certifiers and cuers in general to follow desirable standards of terminology and of the mechanics of cueing.

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