

Natural Language Engineering

Editorial statement

Natural Language Engineering encourages papers reporting research with a clear potential for practical application. Theoretical papers that consider techniques in sufficient detail to provide for practical implementation are also welcomed, as are shorter reports of on-going research, conference reports, comparative discussions of NLE products, and policy-oriented papers examining e.g. funding programmes or market opportunities. All contributions are peer reviewed and the review process is specifically designed to be fast, contributing to the rapid publication of accepted papers.

Submissions

Submission of a paper to *Natural Language Engineering* is held to imply that it represents an original contribution not previously published and that it is not being considered elsewhere. Authors of articles published in the journal assign copyright to Cambridge University Press (with certain rights reserved) and you will receive a copyright assignment form for signature on acceptance of your paper.

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All papers should be submitted to:

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Electronic submissions are strongly encouraged. Hard copy submissions must be made in triplicate.

Papers should not exceed 8000 words and should be preceded by an abstract of approximately 300 words.

Manuscript requirements

Contributors of accepted papers are encouraged to send their paper electronically via email (NOT on disk) to R.Mitkov@wlv.ac.uk. Contributors should also retain their own copy for reference and for safety.

Manuscripts should be typewritten, double spaced throughout, with wide margins on good quality A4 paper, using one side of the page only. Sheets should be numbered consecutively.

The first page of the manuscript should give the title, the name(s) and full mailing address(es) of the author(s), together with e-mail addresses(es) when possible.

The preferred formatting system is LaTeX, which can be used for direct typesetting, and a style file is available through anonymous ftp from the following address: ftp.cup.cam.ac.uk. At the prompt username, type 'anonymous'; at the prompt password, type [RETURN]. Select the following file: /pub/texarchive/journals/latex/nle-sty/nle.all. In case of difficulty there is a helpline available on e-mail: texline@cup.cam.ac.uk. If LaTeX is not available, the publisher may be able to use alternative formatting systems (please specify which was used (e.g. WordPerfect 5.0)), but reserves the right in all cases to typeset any paper by conventional means.

Conventions

Spelling. British or American English spelling may be used provided it is used consistently throughout the paper.

Footnotes should be kept to a minimum. Essential notes should be presented in a typed list at the end of the article, double-spaced. Any acknowledgements, or explanation of the genesis of an article, should appear as the first note keyed to the article title by an asterisk (*). Note indicators in the text should follow punctuation.

Bibliographical references should be given in parentheses in standard author-date form in the body of the text: (Lee and Devore 1968: 236). When a second or subsequent work by a particular author in the same year is cited, references should be distinguished by letters (a, b, c, etc.) placed after the date. When a work is written by three or more authors, all names should be given in the first citation: (Fraser, Brown and Smith 1989). In subsequent citations, the first name only should be given with et al. added. A group of references within the text should be date ordered, the earliest first.

A complete list of references cited, arranged alphabetically by author's surname, should be typed double-spaced at the end of the article. The style adopted for particular types of publication should be as follows:

Akmajian, A. and Lehrer, A. 1976. NP-like quantifiers and the problem of determining the head of an NP. *Linguistic Analysis* 2: 295-313.

Huddleston, Rodney. 1984. *Introduction to the Grammar of English*. Cambridge: Cambridge University Press.

McCord, Michael C. 1990 Slot grammar: a system for simpler construction of practical natural language grammars. In R. Studer (ed.), *Natural Language and Logic: International Scientific Symposium*, pp. 118-45. Lecture Notes in Computer Science. Berlin: Springer Verlag.

Salton, Gerald, Zhao, Zhongnan, and Buckley, Chris. 1990. A simple syntactic approach for the generation of indexing phrases. Technical Report 90-1137, Department of Computer Science, Cornell University.

Style

Subheadings should be typed with prefatory numbers indicating the level of importance, 1, 1.1, 1.1.1. No more than three levels of subheading should normally be used.

Quotations. Single inverted commas should be used except for quotations within quotations, which should have double inverted commas. Longer quotations of more than 60 words, or quotations which are of particular importance or the focus of your discussion, should be set off from the text with an extra line of space above and below, and typed without inverted commas.

Hyphenation should be kept to a minimum: lifetime, cooperation, subheading.

Numbers should be written out up to 100, except where they refer to precise measurements. Above 100, use a comma rather than a space where four or more digits are involved (2,000 not 2 000). The words 'per cent' should be written out rather than abbreviated to %. Centuries too should be written out in full ('the nineteenth century' rather than 'the 19th century'). Make all journal numbers arabic

Abbreviations. Do not use pp. before page numbers if the volume number is also given. Use Zip code form (MA, IL) for US state names. Elide page numbers to the shortest pronounceable form: 56-7, 281-3, but 215-16. Contractions and acronyms should have no full points (Dr, NATO), but abbreviations and their plurals should retain them (vol., vols., ed., eds.).

Note also:

- Make the titles of published works italic (not bold) by underlining or using an appropriate word processor font.
- Do not use inverted commas around chapter titles in edited books, journal articles, and the titles of unpublished dissertations.
- Use minimum capitalisation, that is proper names and the first word of the title only capitalised (French, Spanish, Italian citations follow this rule, but German nouns retain capitals in the normal way)
- Anglicise places of publication: Brunswick, The Hague, Florence, rather than Braunschweig, 's-Gravenhage, Firenze

Illustrations

Tables should be clearly laid out on separate pages, numbered consecutively, and designed to fit a printed page of 247 x 174mm. Vertical lines should not be used and horizontal lines should be used only at the top and bottom of the table and below column headings. Totals and percentages should be labelled and units identified.

Illustrations should be provided on separate pages, numbered consecutively in a single sequence whether they are line figures or photographs. Captions should be typed on a separate sheet, double spaced. Indicate in the margin of the typescript approximately where in the text tables and figures should fall.

Figures should be provided initially as clear roughs or photocopies. On acceptance, authors will be asked to provide artwork of a professional standard suitable for direct reproduction. Line drawings, good photo prints and sharp copy from laser printers are acceptable. Graphic work printed on a dot matrix printer is not acceptable.

Photographs should be provided as black and white glossy prints, numbered sequentially with any other illustrations (Fig. 4, Fig. 5, not Plate I, Plate II). The figure number and a short identifying title should appear on a slip pasted on the back.

Proofreading

First proofs may be read and corrected by contributors provided that they can guarantee to return the corrected proofs, by airmail when appropriate, within four days of receipt. Contributors should correct printers' errors but not introduce new or different material at this stage. The publisher reserves the right to charge authors for correction of non-typographical errors.

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