

# WORD

## JOURNAL OF THE INTERNATIONAL LINGUISTIC ASSOCIATION

EDITORIAL BOARD:

EUGENIO CHANG-RODRIGUEZ [echangr@prodigy.net](mailto:echangr@prodigy.net)

JOHN R. COSTELLO [john.costello@nyu.edu](mailto:john.costello@nyu.edu)

SHEILA M. EMBLETON [Embleton@YorkU.ca](mailto:Embleton@YorkU.ca)

### ABRIDGED STYLE SHEET FOR WORD

Submission. Four copies of a manuscript should be submitted to the Managing Editor: Professor John R. Costello, Department of Linguistics, New York University, 719 Broadway, Room 504, New York, NY 10003, (212) 998-7948. Authors should keep an additional copy for their own reference.

The manuscript. All text must appear on one side of the paper only, and must be double-spaced, including long quotations. This applies also to graphs, lists, tables, etc., each of which should appear on a separate sheet of paper.

Sequence. The sequence of the parts of an article is as follows: (1) the authors name; (2) the title of the article; (3) an abstract of up to approximately 200 words; (4) the main text; and (5) the authors address. Optional parts of an article appear in the following sequence: (6) an appendix or appendices; (7) the endnotes section; and (8) the references section.

Section numbers. Authors wishing to identify parts of the text with section and subsection numbers should begin numbering with the number 1, not zero.

Citations. References within the text or the endnotes may be cited by giving the author's last name, the year of publication, and the page number(s), where applicable.

Capitalization. For the title of the article submitted, and of all articles and books referred to in the text, endnotes, and references, capitalize the first word of the title, and only those words requiring capitalization according to the rules of English orthography. Titles of works in languages other than English should be capitalized according to the orthographic conventions of that language.

Italicization. Whether the manuscript is prepared on a typewriter or a computer, it is preferable to indicate italicization by means of underlining, rather than using an italic font. Italicize (i.e. underline) the titles of books and journals, certain words or phrases under discussion, and cited linguistic forms (e.g. the Latin word sum 'am' [where sum is underlined]).

Quotation marks. Use double quotation marks around a word or quotation from another author, and around the titles of articles. Use single quotation marks around the translations of words and phrases, words intended to indicate a meaning, and quotations within quotations.

Glosses and translations. Sentences presented in a language other than English should be translated into English, using single quotation marks, optionally accompanied by a literal translation, in parentheses, in the following format:

- (a) Schon im Altertum hat man zwischen einzelnen Sprachen wie Griechisch und Latein gewisse Aehnlichkeiten, besonders im Wortschatz, beobachtet. [where everything in (a) is underlined to indicate italics]
- (b) (Already in antiquity has one between individual languages like Greek and Latin certain similarities, especially in the lexicon, observed.)
- (c) 'Even in antiquity people noticed certain similarities, especially in the lexicon, between individual languages like Greek and Latin.' Under no circumstances should authors attempt to align the words of the non-English passage with those in the literal and/or figurative translations.

Endnotes section. All endnotes are double-spaced. The first line of each endnote is indented, and begins with its reference number.

References section. All references are double-spaced. The following exemplify the format [where all book and journal titles are to be underlined to indicate italics]:

Bopp, Franz. 1856. A comparative grammar of the Sanskrit, Zend, Greek, Latin, Lithuanian, Gothic, German, and Slavonic languages. Tr. Edward G. Eastwick. 2nd ed. Vol. I. London: Williams and Norgate.

Fowkes, Robert A. 1971. "Glottochronology and Brythonic?" *Studia celtica* 6:189-94.

Grimm, Jakob. 1965. Deutsche Mythologie. 3 vols. Reprint of 4th ed., Berlin, 1875-8. Darmstadt: Wissenschaftliche Buchgesellschaft.

Lehmann, Winfred P. 1970. Review of Parametric linguistics, by Louis G. Heller and James Macris. *WORD* 26:139-41.

Pike, Kenneth L. 1974. "A syntactic paradigm." *Advances in tagmemics.* Ed. Ruth M. Brend. North-Holland Linguistic Series, 9. Amsterdam: North-Holland Publishing Co. Pp. 235-50.

Sapir, Edward. 1921. Language. New York: Harcourt Brace.

Reviews. The following exemplify the headings to be used for reviews [where all book titles are to be underlined to indicate italics]:

ROGER LASS, Old English: A historical linguistic companion. Cambridge: Cambridge University Press, 1994. xx + 300 pp.

JAMES FIFE and ERICH POPPE, eds., Studies in Brythonic word order. (Current Issues in Linguistic Theory, 83.) Amsterdam and Philadelphia: John Benjamins, 1991. ix + 350 pp.

Focusschrift in honor of Joshua A. Fishman on the occasion of his 65<sup>th</sup> birthday; I Bilingual education, Ed. Ofelia Garcia. viii + 348 pp.; II Language and ethnicity, Ed. James R. Dow. vi + 255 pp.; III Language planning, Ed. David F. Marshall. vi + 360 pp. Amsterdam and Philadelphia: John Benjamins, 1991.

Further information. For further information, authors may consult the unabridged version of the style sheet, appearing in *WORD* 48.1 (April, 1997), or the Managing Editor, John R. Costello.