

Nordic Journal of Linguistics

1. EDITORIAL POLICY

The *Nordic Journal of Linguistics* is published by Cambridge University Press for the Nordic Association of Linguists. The journal covers all branches of linguistics, with a special focus on issues related to the Nordic languages (including Finnish, Greenlandic and Saami) and on issues of general theoretical interest. The editors encourage submission of research articles, book reviews and papers on proposed themes. One volume is published per calendar year, and each volume contains two issues, one of which is a thematic issue.

There are three ways to contribute to *NJL*: articles, debate contributions and book reviews. Debate contributions are appropriate, in particular, for comments on articles published earlier in *NJL*. Manuscripts of articles and debate contributions will normally be read by three referees.

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4. PREPARATION OF MANUSCRIPTS

The ideal lengths of contributions in characters (including spaces) are: articles 40,000–60,000, debate contributions and book reviews 10,000–20,000. Please follow either British English or US English conventions for spelling and expression consistently. Authors who are not native English speakers may be asked by the editors to have their paper checked by a native speaker of English.

4.1 Submission of manuscripts

Contributors should initially submit their manuscripts in fully anonymised double-spaced PDF files attached to an e-mail message. The main body of the e-mail message should include (i) the name and full contact details of the author(s), (ii) the title and the category of the paper, (iii) an abstract of 100–150 words summarizing the content, and (iv) 5–10 key words or short phrases in alphabetical order. The name(s) of the author(s) must not be included in the file. Manuscripts of book reviews should not be anonymised.

Papers accepted for publication should also be submitted electronically, in a Word/DOC file and an identical PDF file, with any tables, figures and figure captions in separate DOC and PDF files (see below). The text should be typed in 12 pt Times font THROUGHOUT, double-spaced, with standard margins on all four sides of each page, page numbers at top right, and the right margin NON-justified. The paper's title, the name(s) of the author(s), the abstract, the key words/phrases and the full postal and e-mail addresses of the author(s) should be presented at the start of the paper, in the order just listed. PC-readable Word files are preferred. If you have to use some other format, please consult the editors.

4.2 Subdivisions of the manuscript

The paper's title, the name(s) of the author(s), the abstract, the key words/phrases and the full postal and e-mail addresses of the author(s) should be followed by the main text of the paper, followed by Acknowledgements, Appendix, Notes (i.e. footnotes gathered as endnotes) and References, in the order just listed. Tables, figures and figure captions should be in separate files, as described below.

In addition, at the very top of the file, full bibliographic information must be typed in the following format (volume/issue numbers and the page span will be added at proofs):

Fretheim, Thorstein & Randi Alice Nilsen. 1989. Terminal rise and rise-fall tunes in East Norwegian intonation. *Nordic Journal of Linguistics* **12.2**, 155–181.

Section headings should be typed on a separate line, in capitals and bold. All subsection headings should be in normal sentence-capitalisation and in italics. All section and subsection headings should be in normal 12 pt font size. Sections and subsections should be numbered, beginning with 1 (not 0), e.g. 1., 1.1, 1.1.1, 1.1.2, 1.2, etc.; note no period after a subsection number. Please switch OFF the automatic section-numbering function for formatting section/subsection headings. With the exception of the first line after a headed section or subsection, the first line of every new paragraph should be indented. Paragraphs should not be separated by an extra line space. Book reviews are usually not divided into headed sections.

4.3 Quotations, citations and examples

Short quotations (up to 25 words) are set in the running text and included in single quotation marks. Quotations over 25 words are set out as a separate paragraph with an indented left margin and are not included in quotation marks.

Citations in the text should have the following form:

- ... in Faroese, as pointed out in Lockwood (1955:93f.).
- ... in Faroese (as also pointed out in Lockwood 1955:93f.).
- ... in Faroese, as pointed out in Holmberg (1986:19, 1991:219, 2001:44).
- ... in Faroese (cf. Holmberg 1986:19, 1991:219, 2001:44; Petersen et al. 1998:315–317).
- ... in Faroese, as pointed out in Lockwood (1955:93f.), Petersen et al. (1998:315) and Holmberg (2001:44–49).

Please note no space before the page number(s), no *and* in a list of references by a single author, the use of commas and semi-colons in complex lists, and the chronological (not alphabetic) order in lists of works by different authors. Page numbers for all quotations, direct and indirect, are essential.

Forms in a language not written with the Latin alphabet must be transliterated or transcribed. In phonetic transcriptions, authors should use standard phonetic transcriptions (preferably IPA) whenever possible and avoid other signs. Forms of the language discussed cited in the running text should be in italics; phonetic representation should be included in square brackets [...], phonemic representation between slant lines /.../, English glosses should be added directly after a cited non-English form between single quotes, and reconstructed and non-occurring (ungrammatical) forms should be preceded by an asterisk *. You may sometimes omit the English gloss after the first citation, but remember that many of your readers are likely to be quite unfamiliar with the language you are citing.

Examples set out separately from the running text should be numbered with Arabic numerals enclosed in parentheses (). If several examples are cited together as a group, use a numeral enclosed in parentheses for the whole group, and a lower-case letter of the alphabet followed by a full stop for each example. The first words of all examples should be aligned.

In the text, examples are referred to by their numbers and letters enclosed in parentheses, e.g. (4), (23b), (49a–c,f), etc. In (end)notes, examples are numbered using lower-case Roman numerals, e.g. (i), (ii).

Each example sentence in languages other than English must be translated into English. A word-for-word gloss is obligatory, whereas an idiomatic translation may be omitted when the meaning is clear from the word-for-word gloss. The word-for-word glosses should be exactly aligned under the original forms, and the idiomatic translation should follow on a separate line below, enclosed in single quotes, e.g.:

- (23) a. Vi køber ikke et hus.
 we buy not a house
- b. *Vi ikke køber et hus.
 we not buy a house
- c. Emme osta taloa.
 NEG.IPL buy house.PART
 ‘We do not buy a/the house.’
- d. Bil-en är grön-Ø.
 car-DEF.COMMON.SG is green-COMMON.SG
 ‘The car is green.’

Note also the use of italics in the word-for-word glosses, lower-case initial letter in the first word in the gloss and small capitals for grammatical-category name. All example sentences (including the unacceptable ones) and their English translations, if present, must end with a punctuation mark (a period, a question mark or an exclamation mark). Please switch OFF the automatic numbering function for numbering examples and use small default Tab settings (e.g. 6 pt) for word-for-word alignments. (In Word files, Tab settings will be found in the Format menu.)

4.4 Tree diagrams, tables, figures and figure captions

Tree diagrams and other simple diagrams should be numbered like other examples and included in the main-text file like other numbered examples. Tables and figures (i.e. graphs, charts and other graphic objects) should not be included in the main-text file and each tree diagram should be included in a separate DOC file and a corresponding PDF file.

All the tables must be gathered in a single DOC file (named e.g. Smith-Tables_1-4.doc). The title of each table should be placed just below the table, in bold (e.g. **Table 2. Infinitive–deverbal noun alternations.**) Unless they are particularly intricate, tables should contain horizontal lines only.

Figures must be produced electronically or drawn to a standard that will allow all lines and text in the figures to be reproduced clearly in print. The resolution must be at least 400 dpi. Each figure should be in a separate file, without any captions or figure numbers – just the object by itself; the figure will be identifiable from the name of its file (e.g. Smith-Fig1). Each figure should be presented in a DOC file and a corresponding PDF file. When appropriate, authors should give details of any non-standard hardware and the program(s) used for creating the files.

All the figure captions (e.g. **Figure 1. Map of Norway showing the fifteen dialects included in the present investigation.**) should be listed in a separate DOC file (Smith-Captions.doc).

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The sections acknowledgements, endnotes, appendix and references (beginning with one of these words in capitals) should each start on a new page and be arranged in this order in the main-text file. If the appendix includes tables or figures, it should be presented in a separate DOC file (e.g. Smith-Appendix1.doc), and the figures should each be in separate DOC and PDF files (e.g. Smith-AppendixFigA1), with the figure captions included in the Captions file. As far as possible, the number and the length of endnotes should be kept to a minimum. Endnotes may be numbered with the automatic numbering function switched ON.

4.6 References

References to the literature should be incorporated into the main text unless they relate specifically to subject matter dealt with within an endnote. A strictly corresponding reference list should be included at the end of the article. References are the responsibility of the author(s), and the Journal style shown below should be carefully followed to save time and correspondence prior to typesetting and publication.

Double-space the list of references throughout. If more than one entry begins with the same author's name, each entry should begin with that name in full. Indent the second and subsequent lines of a single bibliographical entry. Note that the first name(s) ONLY follow(s) the surname of the FIRST author in a bibliographical entry. In the case of joint authors or editors use the &-sign, not the word *and*. Please follow the following examples:

- Anttikoski, Esa. 2001. The Saami language. http://members.tripod.com/~anttikoski/eng_saam.html (21 May 2007).
- Anward, Jan. 1988. Verb-verb agreement in Swedish. In Denise Fekete & Zofia Laubitz (eds.), *McGill Working Papers in Linguistics: Comparative Germanic Syntax*, 1–34. Montréal: Department of Linguistics, McGill University
- Christensen, Kirsti Koch. 1986. Complex passives, reanalysis, and word formation. *Nordic Journal of Linguistics* 9(2), 135–162.
- Christensen, Kirsti Koch. 1987. Modern Norwegian *ingen* and the ghost of an Old Norse particle. In Robin Allan & Michael Barnes (eds.), *The Seventh Conference of Scandinavian Studies in Great Britain*, 1–17. London: Department of Scandinavian Studies, University College London.
- Diderichsen, Paul. 1962. *Elementær dansk grammatik* [Elementary Danish grammar], 3rd edn. Copenhagen: Gyldendal.
- Fretheim, Thorstein & Randi Alice Nilsen. 1989. Terminal rise and rise-fall tunes in East Norwegian intonation. *Nordic Journal of Linguistics* 12(2), 155–181.
- Greftegreff, Irene. 1990. Hånd-konfigurasjoner i norsk tegnspråkfonologi [Hand configurations in the phonology of Norwegian Sign Language]. Ms., Department of Linguistics, University of Trondheim.
- Lockwood, William B. 1955. *An Introduction to Modern Faroese*. Copenhagen: Munksgaard. [Reprinted Tórshavn: Føroya Skúlabókagrunnur, 1977.]
- Petersen, Hjalmar, Jógvan í Lon Jacobsen, Zakaris S. Hansen & Höskuldur Thráinsson. 1998. Faroese, an overview for students and researchers. Ms., University of Iceland & Academy of the Faroes.
- Rögnvaldsson, Eiríkur & Höskuldur Thráinsson. 1990. On Icelandic word order once more. In Joan Maling & Annie Zaenen (eds.), *Modern Icelandic syntax*, 3–40. San Diego: Academic Press.
- Vahl, Martin (ed.). 1928. *Greenland 2: The Past and Present Population of Greenland*. London: Humphrey Milford.
- Vainikka, Anne. 1989. *Deriving Syntactic Representations in Finnish*. Ph.D. dissertation, University of Massachusetts, Amherst.

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4.7 Book reviews

Book reviews should include all the relevant features of the style and file format as described above. Instead of the article title, the details of the book under review should be set on the top sheet according to the following format:

Author's First Name Surname (ed.), *Title of the book* (+ any other details - vol./series/etc.). Place: Publisher, Year. Pp. rrr + 999.

5. TYPOGRAPHIC CONVENTIONS

Please note that you may be asked to reformat your manuscript or part of it if it departs in major ways from the style specified here.

5.1 *Capitals*

- (1) Section headings.

5.2 *Italics*

- (1) Language material within the running text.
- (2) Word-for-word glosses in numbered examples.
- (3) Subsection headings.
- (4) Titles of books, journals and dissertations.

5.3 *Bold*

- (1) Emphasis in numbered examples.
- (2) At the head of a book review, for the name(s) of the author(s) or editor(s) of the book under review.
- (3) Journal or other series volume/issue number.

5.4 *Small capitals*

- (1) The names of grammatical categories in the glosses of numbered examples.
- (2) Author's emphasis within the text.

5.5 *'Single quotation marks'*

- (1) Terms used in a semi-technical sense or terms whose validity is questioned.
- (2) Meanings of words and sentences, both in running text and in examples.
- (3) Short quotations (up to 25 words) set in the running text and 'direct speech'. (Note that quotations over 25 words are set out as a separate paragraph and are not included in quotation marks.)

5.6 *"Double quotation marks"*

- (1) Quotations within quotations only.

6. PROOFS

First proofs only of articles, debate contributions and book reviews will be sent with the edited manuscript to the (first-named) author, who will be expected to correct them and return to their editor within three days of receipt.

7. OFFPRINTS

Two copies of the relevant journal issue will be supplied free of charge to authors of articles (but not book reviews). Each contributor shall also be provided with a PDF version of the article on request. Further copies of the journal may be purchased by a separate order.

(Latest revision: August 2009)