**Style sheet for western papers in linguistics**\*

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The articles in Western Papers in Linguistics will be posted on the internet exactly as submitted. In order to ensure a uniform appearance for the volume, all papers must conform to the format outlined below. This document is a template that you can use to prepare your paper. Just save it with a new name, and type your paper into the new document.[[1]](#footnote-1)

# General Guidelines

The limit is 15 pages, including text, figures, footnotes and references. In *Page Setup*, set your paper size to US Letter (8.5 × 11 inches). Before submitting your paper to the editors at our website, we recommend you turn it into a PDF file. Please print out your PDF file before sending it, to make sure that it looks right. As your file cannot be modified by the editor, submissions not conforming to these instructions may be rejected, or sent back for corrections.

# 2. Format of Text

# 2.1 Document

Top and bottom margins should be set at 2.5cm; left and right margins should be 2.5cm. Headers and footers should be set to *Different first page*. Text (including footnotes) should be single-spaced and justified at both the left and right margins. However, examples should not be right-justified.

# 2.2 Fonts

All text should be in Times New Roman font, except for examples, which may require special fonts. If you are using special fonts, be sure to select the *Embed all fonts* option when creating your PDF file (see PDF instructions). Some fonts — especially old WordPerfect fonts — are proprietary and cannot be embedded; therefore, your document must not use these fonts.

12-point font should be used for text and examples, 9-point for footnotes and for the References section. Footnote reference marks should be in superscript 12-point font.

# 2.3 First Page

The title should be in 16-point capital boldface letters, centred on the first line. Leave one blank line, and on the next two lines centre your name(s) and the name of your institution(s) (without your department) in 12-point italic font. Leave two blank lines, then begin with the first line of your text. Your paper should begin either with Section 1 or with an unnumbered introductory paragraph.

The first page includes a footer with publication information in 9-point font, as shown in this document. Type your own name(s) in the last line.

# 2.4 Paragraphs and Examples

Each paragraph should be indented by 1cm, except the first paragraph after a section heading. Sections and subsections should be numbered in sequence using Arabic numerals on the left margin, with a period following the single numeral of a section heading, or separating the numerals of a subsection heading. Section and subsection titles should be indented 1cm from the left margin. Headings should be in bold font and use title capitalization.

Do not skip a line between paragraphs. Blank lines should be used: (a) to separate example sentences from the text; (b) between examples with more than one line or with glossed material, diacritics or formulae; and (c) before and after section headings. An example is given below:

(1) a. \* Vano-si tavisi tav-ii ti xaTav-s.

 Vano-acc self’s self-nom draw-pres

 (lit.) ‘Himselfi is drawing Vanoi.’

 b. Nino-si tavisii deida ti xaTav-s.

 Nino-acc self’s aunt.nom draw-pres

 ‘Heri aunt is drawing Ninoi.’

Examples (including diagrams) should be numbered in sequence using Arabic numerals in parentheses, with all lines of each example indented 1cm from the left margin. If more than one sub-example is included, as above, each sub-example should be assigned a letter that is indented 1cm and followed by a period. In this case, all lines of the example should be indented 2cm from the left margin. Asterisks (and so forth) should be inserted between the number or letter and the example, using spaces to place it immediately before the example. Word-by-word glosses should be lined up with example words using left-tab stops, and translations should be enclosed in single quotation marks. Italics should be used for linguistic material cited in the body of the text: for example, in (1b), *deida* is the nominative form.

# 3. Footnotes

Footnotes should appear at the bottom of the page, single-spaced and separated from the text by a 1.75-inch horizontal line. However, a two-point space should appear between footnotes (in *Format Paragraph*, *Space After* should be set to 2 points for the last paragraph of each footnote).

Acknowledgements, if any, should be placed in a footnote marked with an asterisk immediately after the title. Subsequent footnotes should be numbered with Arabic numerals, starting with the number 1.

# 4. References

Leave two blank lines after the last line of the text, then type the label **References**, centred, bolded, and in 12-point font. Leave one blank line and then begin listing references on the next line.

References should be in 9-point font and single-spaced, with no blank lines between entries. Second and successive lines of individual references should be indented 1cm. The format for references is the same as that for the *Canadian Journal of Linguistics*, as illustrated below.

References

Baker, Mark C. 1988. *Incorporation: A theory of grammatical function changing.* Chicago: University of Chicago Press.

Baker, Mark C. 1996. *The Polysynthesis Parameter.* New York: Oxford University Press.

Branigan, Philip. 1992. Subjects and complementizers. Doctoral dissertation, MIT.

Den Dikken, Marcel, and René Mulder. 1991. Double object scrambling. In *MIT Working Papers in Linguistics 14: Papers from the 3rd Student Conference in Linguistics*, eds. Jonathan D. Bobaljik and Tony Bures, 67–82.

Frank, Robert, Young-Suk Lee, and Owen Rambow. 1996. Scrambling, reconstruction and subject binding. *Rivista di Grammatica Generativa* 21:67–106.

Hale, Kenneth L., and Samuel J. Keyser. 1993. On argument structure and the lexical expression of syntactic relations. In *The view from Building 20*, eds. Kenneth L. Hale and Samuel J. Keyser, 53–109. Cambridge, MA: MIT Press.

Hiraiwa, Ken. 2002. EPP: Object shift and stylistic fronting in Scandinavian. In *WCCFL 20: Proceedings of the 20th West Coast Conference on Formal Linguistics*, eds. Karine Megerdoomian and Leora A. Bar-el, 290–303. Somerville, MA: Cascadilla Press.

Legate, Julie Anne. 2003. Identifying phases. Paper presented at the IAP Workshop on EPP and Phases, MIT, Cambridge, MA, January 16–17.

Legate, Julie Anne. In press. Some interface properties of the phase. *Linguistic Inquiry.*

Snyder, William. 1992. Chain-formation and crossover. Ms., MIT.

1. \* Acknowledgements, if any, should be placed in a footnote marked with an asterisk immediately after the title. This style sheet was adapted from the CLA’s style sheet for Proceedings of the 2012 annual conference of the Canadian Linguistic Association.

 Please see *http://www.chass.utoronto.ca/~cla-acl/nonsexist.html* for the CLA guidelines on non-sexist usage. [↑](#footnote-ref-1)