

Himalayan Linguistics Style Sheet

The Editors of *Himalayan Linguistics* wish to leave to authors as much freedom as possible in regard to format, provided that that format is not too esoteric, and is followed consistently throughout the article/review.

Authors should adhere to the following guidelines in formatting manuscripts:

- The **language of submissions** must be English.
- **Sound or video** clips may be included with the web version of the paper. They will not be available for download. Sound clips should be embedded in the submitted version of the paper.
- **Other innovative suggestions** for elaborating papers beyond the standard format of traditional print journals are welcome. Please contact editors in advance.
- The **title** of the paper should be in bold and centered at the top of the manuscript. The author's name should be placed directly below the title, with the affiliation directly below that. The author's name and e-mail address should be placed at the very end of the article, after the references.
- Use a **12 point font** throughout, including notes and other material. Smaller fonts may be used in figures or tables only if necessary to make material fit.
- All text should be **single spaced**. Leave a blank line before major headings, and before and after examples, figures, and tables.
- **Indent** every new paragraph. Do not use blank lines for the sole purpose of marking the next line as the first of a new paragraph.
- For **emphasis**, the options are bold, italics, or underline.
- "Script" should be avoided altogether.
- The following must be in italics:
 - Cited data (including English) in the body of the text. (The gloss follows, without a comma, in single quotes.)
 - Titles of books; journals and/or series.
- Either **footnotes or endnotes** may be used, although footnotes are preferred as they are easier for the reader. If endnotes are used, they should be placed between the body of the paper and the references.
- **Section headings** should be numbered continuously throughout the paper. Heading style may be chosen by the author, but must be consistently applied.
- **Figures and tables** should be numbered consecutively with Arabic numerals. (Do not use expressions like "the following table".) They should be embedded in the text of the paper and not put on separate pages. Each figure or table should be labeled, with the label centered under the figure or table.

- Turn on “widow/orphan control”. Do not allow **page breaks** in the middle of examples, unless they are unusually long; under no circumstances should a text line be separated from its interlinear gloss. Make sure headings are not positioned as the last line of a page.
- Use **double quotes** for quotations. Use **single quotes** only for glosses and for quotes within quotes. (For indented quotations, do not use quotes at all.)
- Use **square brackets** for both interpolations (e.g. “[sic]”) and ellipses within directly quoted text; and to enclose phonetic symbols (as distinct from phoneme symbols within slashes).
- For relative **order of quotes and punctuation marks**, the only requirement is that obvious violations of scope of quotation enclosure be avoided.
- Full sentence parentheses end in “.”; sententially partial ones (if sentence-final), in “).”
- Do not use noncapitalizable symbols to open a sentence.
- **References in the body of the text**
For reference to a publication, use author's last name plus year (plus page numbers if required). Parenthesize as needed.

Examples:

- Singh (1998: 7) states that in Manipuri there are constructions that are completely impersonal.
- The details of the Newar conjunct/disjunct system have been discussed by a number of scholars (Hale 1980; Hargreaves 1991: 26-52 and *passim*; DeLancey 1992: 40-42; Genetti 1994: 103-107).
- **List of references**
Titles of books, journals, and series are to be underscored or italicized; titles of articles must be enclosed in double quotes. Use caps to begin **all** operative words in a title **only** for titles of **journals** and titles of **series** (not for titles of books and titles of articles). If you wish to add a series title, place it at the end of the entry, enclosed in brackets.

Do not abbreviate titles of journals, such as *Language* or *Linguistics of the Tibeto-Burman Area*. (Volumes of the Berkeley Linguistics Society and Chicago Linguistics Society are in the edited book, not journal, category.)

Note the use of punctuation and of periods for abbreviation, in the following examples. For second and following authors or editors: last name first as in the first. (Use “*et al.*” only for more than three authors/editors.) Do not use dashes for repeats of same author/editor: repeat the full name of the author/editor with each entry.

- **Monograph, single author**

Entwistle, Gerard P. 1973. *Approaches to bilingualism*. Fargo: Northeastern University Press.

- **Monograph, single author, with series**

Bybee, Joan L. 1985. *Morphology*. Amsterdam: John Benjamins [Typological Studies in Language 9].

- **Monograph, translation of title**

Hashimoto, Shinkichi, 1969. *Zyoshi-Zyodooshi-no Kenkyuu* (Studies on particles and auxiliary verbs). Tokyo: Iwanami Shoten.

- **Monograph, translation of original**

Morin, Edgar. 2002. *La méthode: La nature de l'écriture* (Chinese version translated by Hongmiao Wu and Xuejun Feng). Peking: Peking University Press.

- **Edited volume**

Dry, F.C.; Beech, Charles R.; and Mallory, Thomas (eds). 1981. *Aspects of verb serialization*. Birmingham: Brooks.

Cunningham, Carl J., Jr. (ed.). 1977. *Studies in pidgin and creole languages*. Newcastle: The University of Newcastle Press [*Studies in Sociolinguistics* 5].

- **Articles in journals or collections**

Upthorne, Craig. 1966. "OV order and ergative languages". *Studies in Melanesian Languages* 15: 2-17.

Morisette, Léon. 1977. "How to avoid substratomania". In: Cunningham, Carl J., Jr. (ed.), *Studies in pidgin and creole languages* 37-56. Newcastle: The University of Newcastle Press [*Studies in Sociolinguistics* 5].

Shibatani, Masayoshi. 2001b. Nihongo-no hikihanteki koobun-ni-tuite (On non-canonical constructions in Japanese). *Gengogaku-to Nihongokyoiku* II (Linguistics and Japanese language education II), ed. by Masahiko Minami and Yukiko Alam Sasaki, 1-37. Tokyo: Kurosio.

- **PhD dissertation**

Ernestus, Mirjam. 2000. *Voice assimilation and segment reduction in casual Dutch*. Ph.D. diss, Vrije Universiteit Amsterdam.

- **Forthcoming publications**

Finness, Peter Q. Forthcoming. "Morphological derivation and creolization". To appear in *Language and languages*.

Hausmeister, Jürgen Th. In press. *The languages of Vanuatu*. Suva: Fiji Press.

- **Indented numbered examples and glosses**

Kindly observe the following:

- Type the interlinear gloss **underneath** (not beside) the base line; align the left boundaries of corresponding words in base line and interlinear. Use caps for **all** nonlexical morphemes in the interlinear.
- Type the “free gloss” **underneath** the interlinear (not beside it or beside the original); enclose the free gloss in **single** quotes.
- Indent all numbered examples.
- Enclose each number in parentheses; and use such parenthesized numbers **also** in the body of the text whenever reference to such examples is made.
- For conventions on interlinear morpheme-by-morpheme glosses we refer to the Leipzig Glossing Rules (LGR). The most recent version of the LGR can be found at:
<http://www.eva.mpg.de/lingua/files/morpheme.html>