

Title of your Paper

AUTHOR NAME

1 Introduction

The deadline for the submission is *March 15*. Please submit your paper both in .doc and .pdf-format to the following address:

fds17.5@gmail.com.

The paper must be written in English, should be no longer than 15 pages including references, and formatted according to this stylesheet.

You can just paste your text into this file (using the option ‘paste without formatting’) and apply the appropriate styles, the layout of this file adheres to the guidelines.

2 Main Settings

2.1 General Page Setup and Headings

A4-size (21 cm × 29.7 cm) paper will be used for camera-ready version of the volume. But the bound book will be smaller (this is why the stylesheet has rather large margins). Do not change margins and header/footer parameters, they are already set as required. Leave the header and footer empty and do not insert page numbers.

The very first line of the paper contains the placeholder for the title (18pt bold, style ‘title’). It is followed by the name(s) of the author(s) (12pt small caps, style ‘author’). These lines have some paragraph parameters (space before and after) that you should not change.

The heading of a section (style ‘section’) are set in 12pt bold font with some space before and after the containing line. Please do not use long headings (try not to use headings which are longer than one line). Note that both sections and subsections have no period after the last digit.

Headings of subsections are set in the style ‘subsection’. Deeper structure is to be avoided (do not use subsub(sub(sub(sub)...))sections).

Do not capitalize prepositions and determiners (unless they are the first word). Please also capitalize the first letter of the first word after a colon.

2.2 Text Setup

The main text has the font Times New Roman with 10pt characters. The paragraphs are justified and the line-spacing is exactly 12pt.¹ Footnote reference numbers always follow marks of punctuation.

The first line of each paragraph should be indented by 0.63 cm except for paragraphs that follow a white space (e.g., after a heading, example, table or figure).

If you use special fonts, we ask you to send us the fonts used. Do not forget to embed all fonts when converting the file into .pdf. However we do not recommend using other fonts but Times New Roman. In most cases all necessary symbols can be found in ‘Insert > Symbol’ menu.

Put object-language expressions in italics and give a gloss in single quotation marks: “The Russian *dom* ‘house’ has a plural form in *-a*.”

Emphasize text by italicizing. If some part of an object-language expression must be emphasized, underline it.

2.3 Examples

Each example in an object language must be glossed and translated. The glosses include the necessary grammatical information and are aligned under the words in the original language. Use tabs (not the space bar nor tables) to align examples and glosses. The English translation is in single quotation marks.

All examples are preceded and followed by a 12pt space (i.e. spaced by 12pt). Internal spaces (where required) are 6pt. Please refer to the following examples to set spacing and glossing correctly. Cf. (1) where all glossed examples are spaced by 6pt between items under a single example number.

- (1) a. Dom postroj-en Petr-om.
 house build_{PASS} Peter_{INST}
 ‘The house is built by Peter.’

¹ The footnote text must appear at the bottom of the page, not at the end of the document. The characters are 8pt, line spacing is exactly 10pt. Footnotes should be used only for further explanations, not for references to literature (include those references in the main text).

- b. * Dom postroj-en-o Petr-om.
 house_{MASC} build_{PASS-NEUT} Peter_{INSTR}
- c. vzja-l vzja-t vzja-t-ie
 take_{PST} build_{PASS} Peter_{PASS-NMN}
 ‘take’ (verb) ‘taken’ (part.) ‘taking’ (deverbal noun)

In (2) a non-glossed example contains only single-line items. Such items should not have internal spaces.

- (2) a. John ran for a while.
 b. John ran to the park.
 c. John ate the apples in 5 minutes.
 d. ? John ate the apples for 5 minutes.
- (3) This is a non-itemized one-line example.
- (4) The example following (3) should be spaced by 12pt.
- (5) a. This is a single-line itemized example.
 b. Next one-line items should not be spaced.
- (6) a. However, if there is at least one multiple-line item, all example’s items should be spaced by 6pt.
 b. One-line item.
 c. Another one-line item.

Please note that such marks as *, ?, as well as the opening single quotation mark ‘ should be set out of the left border of the example’s lines—cf. (1) and (2d).

As far as the abbreviated grammatical information in the glosses is concerned, you can use your own glossing style, but please use it consistently. Please use the most common abbreviations for the grammatical information.

References to examples in the text should take the form “see (1a) and (1b)” with both number and letter in brackets.

Note that all Cyrillic characters must be transliterated. For transliteration rules see Table 1.

2.4 Citations

Please use a constant formatting for brief citations within the text. Citations in brackets:

One author: (Smith 1985).

Two authors: (Smith and Jones 1995).

Three authors: (Black, Geigges, and Host 1993).

Four or more authors: (Smith et al. 1990: 38) (but list all authors in the reference entry).

Works by one author: (Smith 1987a, 1987b, 1994).

Works by different authors: (Smith 1985; Deakin 1993)

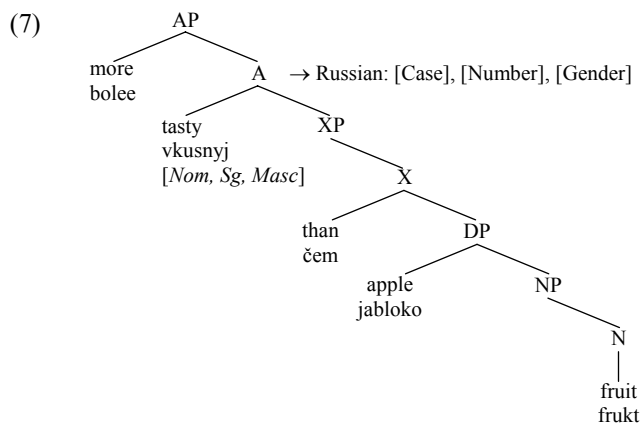
In other cases, the date (and page numbers) should be given in brackets: “Jespersen (1933: 123–125) introduced the term...”

Give page numbers in full, do not use “f.”, “ff.” Avoid referring to a whole book, give exact page numbers whenever possible. Always give the page numbers for quotations.

Be sure to distinguish between “cf.” (which means compare) and “see”. “Cf. Chomsky 1989” does not mean the same as “See Chomsky 1989”.

2.5 Tables, Diagrams, and Trees

Trees should be numbered in the same sequence as the examples.



Tables and diagrams should each have a separate consecutive numbering, they should be preceded and followed by a 12pt space.

Do not use vertical and horizontal rules in a table unless the table would be unclear without them. Instead, leave ample white space between columns.

Column headings should be short, so as to stand clearly above the several columns. If you need longer headings, represent them by numbers of capital letters and explain these in the text preceding the table.

Each table should have a caption below it. The caption contains the table number and optionally a concise title, or in addition (as a separate line) a brief explanation or comment.

Do not use tables that span more than one page, as it cannot be guaranteed that their parts will be printed on facing pages.

Figures, graphs, diagrams, pictures, parse trees, etc., should be produced in a professional manner.

Russian

<i>a</i>	<i>б</i>	<i>в</i>	<i>г</i>	<i>д</i>	<i>е</i>	<i>ё</i>	<i>ж</i>	<i>з</i>	<i>и</i>	<i>й</i>	<i>к</i>	<i>л</i>	<i>м</i>	<i>н</i>	<i>о</i>	<i>п</i>
a	b	v	g	d	e	ë	ž	z	i	j	k	l	m	n	o	p

<i>р</i>	<i>с</i>	<i>т</i>	<i>у</i>	<i>ф</i>	<i>х</i>	<i>ц</i>	<i>ч</i>	<i>ш</i>	<i>щ</i>	<i>ъ</i>	<i>ы</i>	<i>ь</i>	<i>э</i>	<i>ю</i>	<i>я</i>
r	s	t	u	f	x	c	č	š	šč	”	y	’	è	ju	ja

Ukrainian (for other characters see Russian)

<i>г</i>	<i>г</i>	<i>и</i>	<i>у</i>	<i>ї</i>	<i>є</i>
g	h	i	y	ji	je

Belorussian (for other characters see Russian)

<i>г</i>	<i>г</i>	<i>и</i>	<i>ў</i>
g	h	i	w

Serbian (for other characters see Russian)

<i>ђ</i>	<i>ј</i>	<i>љ</i>	<i>њ</i>	<i>ћ</i>	<i>х</i>	<i>џ</i>
đ	j	lj	nj	ć	h	dž

Macedonian (for other characters see Russian)

<i>ѓ</i>	<i>с</i>	<i>ј</i>	<i>љ</i>	<i>њ</i>	<i>ќ</i>	<i>х</i>	<i>џ</i>
đ	dz	j	lj	nj	ќ	h	dž

Bulgarian (for other characters see Russian)

<i>щ</i>	<i>ъ</i>
št	â

Table 1: Transliteration of Cyrillic characters

If you use images, you might need to switch to line spacing single in the line where the image is located (if the image does not appear correctly with line spacing exactly 12pt). Please do not use any colors and try to avoid grey lines—use dotted/dashed lines or thick/thin instead.

2.6 Pagination

There should be no orphaned example numbers, that is, example numbers with corresponding text on the following page; page breaks in definitions or between examples and glosses, etc.

3 Conclusion

Please do not use any styles but those we suggested ('title', 'author', 'section', 'subsection', and 'References'). All other formatting details not included into these guidelines are left to your decision, but it is important that you remain consistent within the paper!

References

The references (style: References) have the font Times/Times New Roman, 10pt, the paragraphs are justified, hanging: 0.56 cm (all lines but the first are indented) and have line-spacing exactly 11pt.

The reference section should contain all works cited and only those. All works must be listed in alphabetical order. Arrange all works under a particular author's name in chronological order.

Titles of published books and journals are capitalized and italicized. Unpublished works, such as Ph.D. dissertations, and the titles of articles in journals or edited works are not italicized. Do not use abbreviations for names of journals.

Give the inclusive page numbers of articles in journals or edited works. Give both the place of publication and the name of the publisher.

Other formatting details are left to your decision, but please be consistent.

Bloomfield, L. 1933. *Language*. New York: Holt.

Bolinger, D. 1965. The Atomization of Meaning. *Language* 41:555–73.

Brugmann, K. 1906. *Grundriss der vergleichenden Grammatik der indogermanischen Sprachen*. 2nd ed., vol. 2, part 1. Strassburg: Trubner.

Chafe, W. L. 1965. Review of Grammar Discovery Procedures, by R.E. Longacre. *Language* 41: 640–7.

Chomsky, N. 1957. *Syntactic Structures*. (Janua Linguarum, 4.) The Hague: Mouton.

Hockett, C. F. 1964. The Proto Central Algonquin Kinship System. *Explorations in Cultural Anthropology*, ed. W. Goodenough, 329-58. New York: McGraw-Hill.

Ross, J. R. 1967. Constraints on Variables in Syntax. Doctoral dissertation, MIT.