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**Author name**, University of XXX, Country, email

**Author name**, University of XXX, Country, email

**Author name**, University of XXX, Country, email

**Abstract:** Research articles must have the main text prefaced by an abstract of no more than 200 words summarizing the main arguments and conclusions of the article. In order to be interpretable on its own, the abstract should not contain uncommon abbreviations prior to their introduction in the main text or in-text citations.

**Keywords:** Please provide about five keywords.

# Introduction

The *Zeitschrift für Sprachwissenschaft* (ZS) welcomes manuscripts in English and German presenting current, original research results that have not been submitted or published elsewhere and do not overlap substantially with other publications. Authors are responsible for the grammatical and orthographic correctness of their submission, and non-native speakers of English should have their contribution carefully checked by a native speaker. Article manuscripts should not exceed 10,000 words. Reviews are either long (up to 1,500 words) or short (up to 500 words).

Submission of manuscripts involves uploading a PDF file on the journal's website and, when the manuscript has been accepted for publication, providing the relevant source files (MS Word, Open/Libre Office, or LaTeX including auxiliary files). As all contributions undergo double-blind peer review, the PDF documents initially submitted must be anonymized, i.e. all information allowing conclusions about the authors, including metadata of the file, must be removed.

Articles are organized into numbered sections. Besides outlining the general topic and current research question and results, the introduction of an article (Section 1) provides basic information on the structure of the article itself, for instance by introducing its main sections: Section 2 of this stylesheet supplies details on the design of text parts. Section 3 addresses citation and references. Section 4 covers orthographical conventions adopted by the ZS in the interest of consistency across contributions.

# Text-structure style[[1]](#footnote-1)

The ZS styleis based on the proposal for “text-structure style” in The Generic Style Rules for Linguistics, to which we refer authors for rules that are not covered below (e.g. transliteration of non-Latin script). This section describes general and linguistic conventions on the parts of an article, i.e. Section 2.1 is on sections, Section 2.2 on linguistic examples, followed by tables and figures in Section 2.3, the use of font for highlighting (Section 2.4), and abbreviations (Section 2.5). Footnotes illustrate footnote regulations where relevant (neither title nor abstract should feature a footnote).

## Sections

Each section and possibly subsection of the body of an article has a heading. While headings start with a capital letter, they do not internally feature special capitalization. Words following colons within headings usually begin with a small letter.

Sections and subsections are consecutively numbered, beginning with Section 1 (the introduction), followed by Section 2, Sections 2.1 and 2.2, etc. If a section is further organized into – at least two – subsections, a short introductory paragraph in between the section heading and the first subsection heading is possible and often recommended. More than three section levels, see for instance Sections 4.2.1 and 4.2.2, are rarely helpful. If a fourth level is necessary, unnumbered intermediary headings are possible. The following sections may follow the body of the text in the following order: Sources (e.g. corpora; see Section 2.2), Acknowledgements, Funding, Abbreviations (see Section 2.5), Appendix (or Appendix A, Appendix B, etc.). The section References comes last.

In cross-references to individual numbered or lettered sections, appendixes, tables, figures, or footnotes occur, these terms are not abbreviated. If the number or letter follows, the term is capitalized:

see Figure 7 and Footnote 4; see the analysis in the next section and data in the appendix

## Linguistic examples

Italics indicate exemplary linguistic material.[[2]](#footnote-2) Linguistic annotation like square brackets around constituents are not in italic, but roman type. If linguistic material in the running text is from another language, a translation in single curly quotation marks follows immediately:

[…] everything in the clause is given and salient except for *reparieren* ‘repair’ […]

In numbered examples such as (1), the translation follows in a separate line:

(1) *Du wirst es nicht glauben*
‘You will not believe it’

If interlinear glossing is provided, each word in the example is aligned with its literal translation (by use of one tab stop per word in MS Word). Where relevant, morphemic glossing follows the rules described in The Leipzig Glossing Rules.[[3]](#footnote-3) For instance, the segmentable morphemes in (2) are separated by hyphens both in the example and gloss and abbreviations of glosses appear in small caps:[[4]](#footnote-4)

(2) *Storm-ur-inn rak bát-inn á land.* (Icelandic)
storm-nom-def drove boat-acc-def on land
‘The storm drove the boat ashore.’
[The Generic Style Rules for Linguistics, p. 7]

The source language can be given in round brackets after the example in italics, as in (2). Alternatively, the source language can be given a line preceding the example, as in (3):

(3) Icelandic
*Storm-ur-inn rak bát-inn á land.*
storm-nom-def drove boat-acc-def on land
‘The storm drove the boat ashore.’

Bibliographical sources (see Section 6 on citations) can follow the language in round brackets and appear in the first line, after the example in italics, or in a line below the translation (depending on what parts of an example are taken from the source and on the space available). Other sources like corpora or texts are given in square brackets, see (2), usually in a short form and with more information given in a separate section.[[5]](#footnote-5)

Boldface can highlight expressions of interest within numbered examples, see (4a), small caps conventionally indicate (stressed) expressions in focus, see (4b).

(4) a. *The storm* ***drove*** *the boat ashore.*

b. *The storm drove the boat ashore.*

A preceding asterisk[[6]](#footnote-6) indicates an ungrammatical example, and the intended meaning can be given in round brackets, see (5):

(5) \**The storm drived the boat ashore.*(‘The storm drove the boat ashore.’)

Each numbered example must be referred to in the running text. Adding “Example” before a bracketed example number in the running text is not necessary and not desired by the ZS.[[7]](#footnote-7)

## Tables and figures

Like numbered examples, tables and figures are numbered consecutively and must be mentioned in the running text. Table captions appear above tables, see Table 1, figure captions appear below figures.

Table 1: Frequency of some English nouns (BNC)a

|  |  |  |
| --- | --- | --- |
| Singularb | Plural | % of singular |
| *person* | 24671 | *persons* | 4034 | 86 % |
| *house* | 49295 | *houses* | 9840 | 83 % |
| *hare* | 488 | *hares* | 136 | 78 % |

a For data and table layout, see The Generic Style Rules for Linguistics (p. 9).

b Headers usually begin with capital letters. Footnotes in tables appear below the table and use letters for reference, not numbers.

Contributions in German use the (unabbreviated) expressions *Tabelle* ‘table’ and *Abbildung* ‘figure’ instead of their English equivalents.

## Typographical means of emphasis: italics, boldface, and small caps

Special formatting should be used minimalistically to maximize its impact and reduce, rather than increase, readers’ processing costs. If used consistently according to their established functions, however, types of formatting greatly improve the readability of contributions.

Italics are used

* for linguistic examples in running text or numbered example environments,
* for book, journal, and film titles,
* for metalinguistic reference to technical terms (e.g. “calling these lexemes *discourse* rather than of *modal particles*”),
* for emphasis in general (“is *only* true if”),
* for emphasis in quotations if the change is indicated before the closing quotation marks: [emphasis mine],
* for introduction or intermittent emphasis of key terms, concepts, principles, etc.

Boldface can highlight expression of interest within linguistic examples, see (4a) in Section 2.2. Underlining should only be used exceptionally, e.g. to highlight a single letter in a word. All caps, quotation marks, or capitalization are not used for highlighting. Small caps are reserved for abbrevations of grammatical categories in glossing, see (2) and (3), and stress or focus in example sentences, see (4b).

## Abbreviations

Abbreviations can be helpful if they are common or reduce a *complex uncommon term* (CUT) that a text refers to frequently. In the latter case, the abbreviation is introduced in parentheses (sometimes together with a source, avoiding brackets following brackets) directly after the complex term is mentioned for the first time and in written-out form (see above). The abbreviation consistently replaces the complex expression in the following text, but not in the abstract, which must be interpretable in itself, and preferably not in section headings.

An alphabetical list of the abbreviations in a given contribution and their full forms is provided in a designated section. Abbreviations of a certain category, e.g. glossing abbreviations, can be grouped together. If a set of glossing abbreviations is only relevant at one particular point in the contribution, providing the full expressions in a footnote is possible.

# Citation and references

The ZS adopts suggestions on citation and references from The Generic Style Rules for Linguistics while mostly retaining the reference style proposed in The Unified Style Sheet for Linguistics.[[8]](#footnote-8) Slight adaptations of the previous proposals are simplifications to reduce “visual clutter” in the sense of The Unified Style Sheet for Linguistics and in the tradition of The Generic Style Rules for Linguistics. Section 3.1 is on citing and quoting, Section 3.2 is on references.

## Citation and quotations

Bibliographical sources of information appear as narrative or parenthetical citations in the running text, consisting of author surname(s), year, and page(s). If the surname features a prefix like *van* or *De*, the prefix is present in the citation and is relevant for the alphabetic order of references, i.e. the prefix is not ignored or treated in a special way, and no difference is made between name prefixes beginning with capital letters and those beginning with small letters.Single pages or exact page ranges – the beginning and end page separated by an unspaced en dash – must be given after the year, a colon and a space, unless the information concerns the entire source. In narrative citations, only the year and page (range) are in round brackets and usually appear directly after the author name, not separated from it (e.g. at the end of the clause):

[…] as van Gelderen (2022: 125–126) argues […]

In parenthetical citations, author names are in the round brackets as well, separated from the year by a space, but no comma. No extra brackets are used if the brackets contain information or expressions other than the source:

[…] not yet clear (for an overview, see Abraham 2024: 60).

The names of a pair of authors are conjoined by an ampersand. In case of more than two authors, the first author’s name is followed by the Latin expression *et al.* ‘and others’.[[9]](#footnote-9) Several sources are usually ordered chronologically. Several contributions from the same author(s) and year are distinguished by small letters suffixed to the year:[[10]](#footnote-10)

(Becker & Caspar 1999; Caspar et al. 2003; Abraham 2024a, 2024b; see Diderot 2011 for a syntactic analysis)

While sources are standardly identified by the authors’ surnames, certain surnames, e.g. of Chinese or Korean origin, are so frequent that giving the full name in the in-text citations may be helpful.

Citations following quotations in the running text appear after the closing curly double quotation marks and before a (final) punctuation mark:

“[…] everything in the clause is given” (Abraham 2024: 63).

Quotations in quotations are in curly single quotation marks and require citation of the source of the embedded quotation:

“[…] everything is ‘given and salient’ except for the verb” (Abraham 2024: 63; quoting Becker 2023: 18).

Any changes to the original, e.g. omissions, are indicated in square brackets. Quotations from other languages should be translated in square brackets directly after the quotation. Longer quotations can be translated in a footnote and should appear in a separate block (indented from each margin by 1.25 cm and in smaller font size), in which case quotations marks are omitted and the source is cited in brackets after the final punctuation mark:

The second factor is the learner’s need to be exposed to one or more languages (spoken or signed) to build the lexicon and to become familiar with interface constraints […]. Lexical differences are responsible for all cross-linguistic variation, and parameters are now only relevant to that domain […]. (van Gelderen 2022: 3)

Each citation, including citations in footnotes, possible citations in quotations or citations of quotations in quotations, must belong to an entry in the section References.

## References

Each source in the reference section must be referred to in the main text or a footnote of the contribution in the form of an in-text citation, see the preceding section. Unlike a bibliography, the reference section may not include entries on further reading if the sources in question are not also mentioned elsewhere. Information on primary sources of linguistic material (e.g. corpora or literary texts) is provided in a special section, so the reference section refers mostly to scholarly literature. Whether other types of sources, e.g. software packages, should be included in the section Sources or References depends on the type and number of such sources.

References are ordered alphabetically according to author name(s). Surname prefixes are regular parts of surnames, so that an entry for *De Schutter, Georges* would appear between *D’Alessandro, Roberta* and *Diesing, Molly*, an entry for *van Riemsdijk, Henk* would appear between *Umbach, Carla* and *Vermeulen, Reiko*. Several contributions by the same author(s) are ordered chronologically like in citations. Several contributions from the same author(s) and year are ordered alphabetically according to their titles, and small letters are suffixed to the year to ensure unique reference in citations, see Section 3.1 and Footnote 10.

The complete surname of the first author (or editor, in case an edited volume has been cited as a whole) is given first, followed by a comma and the given name in full, written-out form. Further given names are standardly reduced to initials. Authors that habitually publish under a different version of their name, e.g. only using initials or abbreviating their first, but not second given name, may exceptionally be referenced in their preferred style. All co-authors’ and all editors’ names that are not relevant for the alphabetic order of reference entries are given in the original order of given name and surname without a comma, i.e. the surname is only given first if it is not usually a last name, e.g. in Chinese or Korean names. Two authors or editors are separated from each other by an ampersand. If more than two authors or editors are listed, an ampersand appears before the last author’s or editor’s name, while commas separate all other authors or editors:

**Journal entry**

Blasi, Damián E., Joseph Henrich, Evangelia Adamou, David Kemmerer & Asifa Majid. 2022. Over-reliance on English hinders cognitive science. *Trends in Cognitive Sciences* 26(12). 1153–1170.

In a journal-article entry like Blasi et al.’s (2022), the article title is in roman font and begins with a capital letter, but has no special internal capitalization (*sentence case*). The journal title follows the article title in italics and features internal capitalization of lexical words (*title case*). Only a space separates journal title and volume number (in roman font, not italics). The issue number is optional and follows the volume number without a space and in round brackets. An en dash separates beginning and end page. Each part of the entry – names, year, article title, journal title and volume(/issue) number, pages – is separated from other parts by a period and space. Quotation marks are not used to highlight any parts of reference entries in general.

The entry for an article in an edited volume presents the article title just like the title of a journal article, after which all information on the edited volume is given (after the word *In* and a space, but no colon), independently of other entries that may feature the same information. Editors’ names are presented like authors’ names and followed by *(ed.),* (singular) or *(eds.),* (plural). Differently from article titles, book titles are in italics, but feature no internal capitalization. If any source has a subtitle, the subtitle is in sentence case, too, beginning with a capital letter after a colon and space. The beginning and end page of the article are given after the title of the edited volume and a comma and space. After a period, one city and the publisher[[11]](#footnote-11) are given, separated by a colon and space:

**Article in an edited volume**

Cristofaro, Sonia. 2017. Implicational universals and dependencies. In Nick Enfield (ed.), *Dependencies in language: On the causal ontology of linguistic systems*, 9–22. Berlin: Language Science Press.

Edited volumes should receive an independent reference entry if and only if a citation in the contribution refers to the edited volume in general. The only difference to monograph entries then is the addition of *(ed.)*/*(eds.)* after the name(s). If, optionally, a book series is mentioned (following the title in round brackets and roman font and featuring internal capitalization like a journal title), the number of the book within the series must be given as well:

**Edited volume**

Cangemi, Francesco, Meghan Clayards, Oliver Niebuhr, Barbara Schuppler & Margaret Zellers (eds.). 2018. *Rethinking reduction: Interdisciplinary perspectives on conditions, mechanisms, and domains for phonetic variation* (Phonology and Phonetics 25). Berlin: De Gruyter.

**Monograph**

van Gelderen, Elly. 2022. *Third factors in language variation and change*. Cambridge: Cambridge University Press.

The original publication year of reprints appears in square brackets after the year of reprint. Translations of titles in languages other than the language of the article may follow the original title in square brackets and in roman:

**Reprint**

Weinhold, Karl. 1967 [1883]. *Mittelhochdeutsche Grammatik* [Middle High German grammar]. Paderborn: Schöningh.

Information on a volume number or edition may follow a book title after a comma, or period, respectively:

**Monograph with volume/edition information**

Eisenberg, Peter. 2013. *Grundriss der deutschen Grammatik: Das Wort* [Outline of the German grammar: The word], vol. 1. 4th edn. Stuttgart: Metzler.

Theses are presented like monographs with a university[[12]](#footnote-12) as the publisher. The type of thesis follows the university without a comma before the final period:

**Thesis**

Sahlgren, Magnus. 2006. *The word-space model: Using distributional analysis to represent syntagmatic and paradigmatic relations between words in high-dimensional vector spaces*. Stockholm: Stockholms universitet dissertation.

Reference entries may feature additional information, which generally appears at the end of entries after a period, for instance a DOI (without an access date):[[13]](#footnote-13)

**Monograph available online**

Winter, Bodo. 2019. *Statistics for linguists: An introduction using R*. New York: Routledge. https://doi.org/10.4324/9781315165547.

Sources that are neither articles nor books are presented like articles or books as far as possible, with further information following. Online sources other than books or articles are presented similarly to books as well. An organization or group may replace the authors, and a city and publishing organization (in case a group provides the source) can be specified if available. The year can be the publication year, the year of the last change, or a range of years where relevant. Note that URLs generally require an access date:

**Online sources**

Native Languages of the Americas. 1998–2020. *Vocabulary in Native American languages: Salish words*. http://www.native-languages.org/salish\_words.htm, 18 December 2024.

R Core Team. 2021. *R: A language and environment for statistical computing*. Vienna: R Foundation for Statistical Computing. https://www.R-project.org/, 10 September 2024.

Proceedings contributions are presented like journal articles. The name of the society, omitting additions like “Proceedings of / Papers from the Annual Meeting of the”, serves as the journal title and is immediately followed by the acronym in brackets, itself followed by the volume/conference number:

**Proceedings contribution, journal-article style**

Crain, Stephen & Mckee, Cecile. 1986. Acquisition of structural restrictions on anaphora. *North East Linguistics Society* (NELS) 16. 94–110.

For e.g. papers presented at meetings or conferences, the type of contribution and information on the event are provided as non-standard information following the title. Conference or meeting names in general are usually in title case:

**Paper presented at a conference**

Faller, Martina. 2019. Alternative-sensitive enclitics and focus in Cuzco Quechua. Paper presented at the Stress-Free Focus Workshop, Universität Wien, 18–19 October.

# Orthographical conventions

For consistent British or American spelling, the ZS refers to the Oxford English dictionary (-*ize* endings) or Merriam-Webster, respectively. Grammar and punctuation rules (e.g. Oxford serial comma or not) should be consistent. For the presentation of units of measurement, see the latest SI brochure.[[14]](#footnote-14) Frequently occurring matters of orthography and the conventions explicitly adopted here are listed in the following; on capitalization, see Section 4.1, on punctuation, see Section 4.2.

## Capitalization

Internal capitalization of lexical words, i.e. title case (according to the *MLA handbook*), applies to expressions that can be regarded (or belong to) proper names in the widest sense. Conferences, journal titles, and book series can be regarded proper names. Likewise, when a numbered part of the text is referred to individually by naming the type of text part and number, the expression is used like a proper name, without a definite article and featuring an initial capital letter (*in Section 2.2*, *Footnote 1*, *Table 3*, *Figure 4*, *Year 5*, *Semester 6*, *Experiment 7*; likewise *see Appendixes A to C*; etc.).[[15]](#footnote-15)

The use of title case is on the decline in linguistics and in general. Book and article titles, like section headings and table and figure captions, are regarded to provide information and only feature an initial capital letter, i.e. sentence case, according to many contemporary styles. Subtitles of books and articles also feature initial capitalization, which follows a colon in reference entries. Since neither section headings nor captions feature subheadings or “subcaptions” comparably to titles or headlines, information following a colon within a heading or caption usually begins with a small letter.

Capitalization should be used only if absolutely necessary. In particular, title case should not be used for hypotheses, principles, theories, etc.: *the minimalist program*, *word-space model*, *the spatialization-of-form hypothesis*.[[16]](#footnote-16) Capitalization is not required to establish the intended reference in a given context in written or oral language. Title or sentence case are not used for highlighting; introduction, metalinguistic reference, or emphasis in general is indicated by use of italics.

## Punctuation

In the interest of consistency across contributions, the ZS adopts the following conventions for hyphens and dashes as well as quotation marks.

### Hyphens and dashes

In hyphenating compound modifiers (*spatialization-of-form hypothesis*), we recommend following Oxford conventions. The hyphen, rather than the en dash, is also used instead of a solidus (*/*) in expressions like *editor-author relationship*.

En dashes are used for lists, see Section 2.4. Unspaced en dashes are used for ranges: *pp. 23–31*, *see (7a–c)*.[[17]](#footnote-17) Spaced en dashes are used as parenthetical dashes:

Spaced en dashes – rather than unspaced em dashes, which are twice as long and uncommon in some languages – are used as parenthetical dashes.

### Quotation marks

Please use curly quotation marks (and apostrophes). Quotations are in double quotation marks, quotations in quotations are in single quotation marks. If an incomplete sentence is quoted, punctuation may follow the final quotation marks:

By maintaining that “all conventionally implicated content is assigned ‘the same semantic force as a main clause’”, the paper […]

Single quotation marks are also used for translations of exemplary linguistic material, see Section 2.2. Instead of single quotation marks, italics are used to introduce or highlight expressions from the literature that are not presented as quotes in double quotation marks.[[18]](#footnote-18)

1. <https://www.eva.mpg.de/linguistics/past-research-resources/resources/generic-style-rules/>, 10 December 2024 [↑](#footnote-ref-1)
2. Even if linguistic examples are in the same language as the article and italics do not serve to distinguish examples from their glosses and translations, italics are useful to distinguish linguistic examples e.g. from definitions, rules, or principles. Apart from being in roman type, these are generally presented like linguistic examples and receive a number in line with the other linguistic examples, definitions, etc., in the same text. [↑](#footnote-ref-2)
3. *The Leipzig Glossing Rules: Conventions for interlinear morpheme-by-morpheme glosses* were developed by Bernard Comrie and Martin Haspelmath, Max-Planck-Institut für evolutionäre Anthropologie, and Balthasar Bickel, Universität Leipzig (<https://www.eva.mpg.de/lingua/resources/glossing-rules.php>, 12 December 2024). [↑](#footnote-ref-3)
4. The Leipzig Glossing Rules contain a list of standard abbreviations. [↑](#footnote-ref-4)
5. Unique sources can be given in a footnote. [↑](#footnote-ref-5)
6. Exceptionally, an asterisk may directly precede an ungrammatical word, similarly to a footnote number, which normally follows a period, comma, or colon, but may exceptionally follow an individual word. [↑](#footnote-ref-6)
7. In footnotes, example numbers are lowercase Roman numerals, see (i):

(i) a. *This is a footnote example.*

b. *Small letters identify partial footnote examples, as in the main text.*

The numbering of examples begins with *i* in each footnote, regardless of examples in prior footnotes. [↑](#footnote-ref-7)
8. <https://clas.wayne.edu/linguistics/resources/style>, 14 December 2024 [↑](#footnote-ref-8)
9. This rule can be broken if an author features as the first of three or more authors in more than one source from the same year so that citations remain uniquely identifiable. [↑](#footnote-ref-9)
10. Several contributions from the same author(s) and year receive their small-letter suffixes according to their order in the references, i.e. sorted alphabetically by title. If Abraham had published a book titled *Allomorphs* and an article titled *Dichotomy* in 2024, “Abraham (2024a)” would refer to the book, “Abraham (2024b)” to the article. [↑](#footnote-ref-10)
11. Omit specifications like *Inc.*, *Co.*, *LLC*, or *Publishing Company*, but retain *Books* and *Press*. [↑](#footnote-ref-11)
12. If possible, provide institutional names in the original language. [↑](#footnote-ref-12)
13. If possible, a page range should be provided for online articles that have no page numbers, especially if citations refer to pages in a PDF version. [↑](#footnote-ref-13)
14. *The International System of Units* (SI) is available on the website of the Bureau International des Poids et Mesures (<https://www.bipm.org/en/publications/si-brochure>, 19 December 2024). [↑](#footnote-ref-14)
15. In contrast, page references are rarely used in narrative style and are thus an exception to this rule: *(p. 7)*/*(pp. 24–25)*. This case is rare in linguistics, however, due to the format of in-text citations. [↑](#footnote-ref-15)
16. Using title case for such expressions presents unnecessary processing costs and inevitably leads to inconsistency, as a source of error, due to a lack of agreement on where to draw the line regarding, e.g., *minimalists* or *minimalist endeavors*, and because contributions vary in whether they capitalize adjectives and verbs if their capitalized concepts occur as such, although that would be correct in English with (true) proper names, see (i):

(i) *We FedExed the parcel on Friday*.

In minimizing the use of capitalization, this stylesheet is in line with the house style of the Oxford University Press (<https://academic.oup.com/pages/for-authors/books/the-book-publishing-process/writing-and-content-preparation/house-style#numbers>, 19 December 2024). [↑](#footnote-ref-16)
17. Replacing the preposition *to* by an en dash in order to save space is common practice e.g. with ranges in tables, but not generally recommendable in the running text. [↑](#footnote-ref-17)
18. Presenting expressions in double quotation marks puts the current author at a distance to the expression, which is rarely the case if terminology from a cited source is adopted. While double quotation marks may be used to pay extra respect to the original author for an especially inventive phrase that is indeed adopted, they are more often employed for expressions that are dismissed. [↑](#footnote-ref-18)