

Guidelines for Contributors

1. Manuscripts submitted to The Mental Lexicon must be written in clear, concise, grammatical English that conforms to the guidelines of the Publication Manual of the American Psychological Association (4th edition).
2. All articles published in The Mental Lexicon are peer reviewed. Manuscripts should be submitted electronically to thementallexicon@umontreal.ca. The file format may be either Microsoft Word (.doc or .rtf) or pdf. Each submission should include the following as separate files:
 - a. A brief letter to the Editors introducing the study and its significance for The Mental Lexicon and indicating that the research was conducted using appropriate ethical guidelines, if human participants were involved. Authors may suggest 3-6 potential reviewers for the manuscript (if this is done, mailing addresses, e-mail addresses, and telephone numbers should be included in the letter). Authors may also indicate individuals whom they would prefer not to be asked to review the manuscript.
 - b. The title page which includes the title, full list of authors and their affiliations, and complete mailing address of the Corresponding Author to whom all correspondence will be sent (please include e-mail address and telephone and fax numbers).
 - c. The article submission. To allow for anonymous review, please ensure that author names do not appear in the running head or in the title information of this file. Page 1 of the submission should contain the title and the abstract (no more than 200 words in length). The article should begin on the second page. In total (including title, abstract, endnotes and references), article submissions should not exceed 7000 words.
3. The Publication Manual of the American Psychological Association (4th edition) must be consulted in the preparation of tables, figures and references.
 - a. Tables and Figures should be numbered, with appropriate captions, and be placed following the reference section. Reference to any Figures and Tables should be made in the text and their desired position should be indicated.
 - b. Quotations should be given in double quotation marks. Quotations longer than 4 lines should be indented with one line space above and below the indented passage.
 - c. Stimulus examples should be presented in italics.
 - d. Footnotes should be kept to a minimum; be numbered consecutively throughout the text; and follow the main text in a section 'Notes', starting on a new page. The notes should not contain reference material if this can be absorbed in the text and References section.
4. Manuscripts are received with the explicit understanding that they are original pieces of work and not under simultaneous consideration by any other publication. Submission of an article for publication implies the transfer of the copyright from the author to publisher upon acceptance. Accepted papers may not be reproduced by any means, in whole or in part, without the written consent of the publisher. It is the author's responsibility to obtain permission to reproduce illustrations, tables, etc. from other publications.
5. All submissions will be screened first by the Editors. Those papers considered to be appropriate for the Journal will be sent out for external review. In the case of submissions that are not considered to be appropriate for the Journal, submitted files will be deleted and the Corresponding Author will be informed electronically that the submission has been declined.
6. Upon acceptance, the Corresponding Author will be requested to submit the revised final electronic version of the article in both MS Word (.doc) and pdf format.
7. Authors will receive electronic proofs sent by e-mail for final corrections. These must be returned by the dates determined by the publication schedule. Authors will receive one copy of the journal issue upon publication.

<p style="text-align: center;">Authors' checklist for publishing in The Mental Lexicon Journal</p>	✓
1. General manuscript formatting	
1.1. All pages (except figure pages) are numbered in sequence, starting with the title page.	
1.2. A running head that do not exceed 50 characters, including punctuations and spaces, appears on the title page in upper case letter: Running Head: THE MENTAL LEXICON	
1.3. Paragraphs and footnote indents are set at 0,5 cm (0,2 inches).	
1.4. The entire manuscript – including quotations, references, author note, content footnotes, figure captions, and all parts of tables – is double-spaced.	
2. Stimuli and language examples	
2.1. In-text language examples are italicized, translated words are between single quotations marks, and quotes are between double quotation marks (NOTHING should be underlined or bolded).	
3. Abbreviation and statistical reporting	
3.1. Abbreviations are in correct APA format (e.g., etc., i.e., et al., cf., s [second], ms [millisecond], vs. [versus in text, vs. in parentheses]).	
3.2. When an abbreviation is created, it is explained when first used: <ul style="list-style-type: none"> • 1st mention: Analyses of reaction time (RT) show... • Subsequently: Group A shows better RTs than... 	
3.3. Statistics (<i>p</i> , <i>t</i> , <i>F</i> , etc.) are italicized (for <i>F</i> ₁ , <i>F</i> is italicized, 1 is not).	
3.4. Arithmetic operations are surrounded by spaces (3 + 2 = 5). Reporting <i>F</i> ratios is in the following format (<i>F</i> (3, 25), <i>p</i> = 0.09 or <i>p</i> < .05) with no space before the internal bracket.	
4. References and citations	
4.1. All of the citations in the article have an entry in the reference list, and all of the entries in reference list have a citation in the article.	
4.2. Reference list and in-text citation lists are in alphabetical order.	
4.3. For in-text citations, the first mention of an article spells out all the authors (up to six), and subsequent mentions list the first author followed by “et al.” unless the article has two or fewer authors.	
4.4. Semicolons separate articles by different authors in a citation list and a coma comes before <i>and</i> and <i>&</i> in a citation of three authors or more (e.g., (Alpha & Beta, 2000; Epsilon, 2001; Epsilon, Kapa, & Lambda, 1999)).	
4.5. Inclusive page numbers for all articles or chapters in books are provided in the reference list. (e.g., Alpha, L. (2006). Formatting references. In B. Beta & E. Epsilon (Eds.), <i>Submission of manuscripts</i> (pp. 32-39). Fakeville, NY: TML Press.).	
5. Tables and Figures	
5.1. Every table column, including the first column, has a heading. See TML Stylesheet (8) for formatting.	

The Mental Lexicon's Stylesheet

1. Contributions should be in English. If not written by a native speaker, it is advisable to have the paper checked by a native speaker.

2. Authors are responsible for observing copyright laws when quoting or reproducing material. The copyright of articles published in TML is held by the publisher. Permission for the author to use the article elsewhere will be granted by the publisher provided full acknowledgement is given to the source.

3. Authors should submit their MANUSCRIPT electronically to thementallexicon@umontreal.ca, double-spaced with 3 cm margins, paragraphs and footnote indents set at five spaces. Authors should use 12-pt Times New Roman typefaces and left alignment (not justified). Pages of the manuscript should be arranged as follows:

- Title page with running head for publication, title, and byline and institutional affiliation and author note (separate page, numbered page 1)
- Abstract (120 words) + keywords (maximum of 8 keywords) (separate page, numbered page 2)
- Text (start on a separate page, numbered page 3)
- References (start on a separate page)
- Appendices (start each on a separate page)
- Author note (on a separate page when manuscript accepted or on the title page when first submitted)
- Footnotes (list together, starting on a separate page)
- Tables (start each on a separate page)
- Figure captions (list together, starting on a separate page)
- Figures (place each on a separate page)

4. Papers should be reasonably divided into sections and, if appropriate, subsections. The headings of these subsections should be arranged as follows:

- Two levels of headings:

Centered Uppercase and Lowercase Heading

Flush Left, Italicized, Uppercase and Lowercase side Heading

- Three levels of headings:

Centered Uppercase and Lowercase Heading

Flush Left, Italicized, Uppercase and Lowercase Side Heading

Indented, italicized, lowercase paragraph heading ending with a period.

- Four levels of headings:

Centered Uppercase and Lowercase heading

Centered, Italicized, Uppercase and Lowercase Heading

Flush Left, Italicized, Uppercase and Lowercase Side Heading

Indented, italicized, lowercase paragraph heading ending with a period.

5. Abbreviations should be in correct APA format (e.g., etc., i.e., et al., cf., s [second], ms [millisecond], vs. [versus in text, vs. in parentheses]), statistics (p , t , F , etc.) should be italicized (for F_1 , F is italicized, $_1$ is not), and arithmetic operations should be surrounded by spaces ($3 + 2 = 5$). Reporting F ratios should be in the following format ($F(3, 25)$, $p = 0.09$ or $p < .05$) with no space before the internal bracket.

6. For REFERENCES in text and bibliography please follow the current APA formatting:

In References:

Alpha, A. A., Beta, B. B., Kappa, K. K., and Epsilon, E. E. (2000). How to format references correctly: A user-friendly guide. *Journal of Such and Such*, 81, 1-47.

Beta, B. B. (2002). *Title of the book*. City: Publishing Company.

Epsilon, E. E., and Lambda, L. L. (1999). Title of the chapter. In A. A. Alpha & B. B. Beta (Eds.), *Title of the book* (pp.32-39). City, NY: Publishing Company.

In text:

1st mention: (see Alpha, Beta, Gamma, Kappa, & Epsilon, 2000)
Subsequently: (Alpha et al., 2000)

or

1st mention: Alpha, Beta, Gamma, Kappa, and Epsilon (2000) have noted...
Subsequently: Alpha et al. (2000) report that...

7. NOTES should appear as FOOTNOTES and should be concise, kept to a minimum, be numbered consecutively throughout the paper, and list together on a separate page.

8. TABLES should be numbered consecutively and should be referred to in the main text. Table's titles and tables should be arranged as follows:

Table 1

Error Rate and Reaction Time (RT) for Group A and Group B

Conditions	Group A		Group B	
	Error Rate	RT	Error Rate	RT
A	0.0	0.0	0.0	0.0
B	0.0	0.0	0.0	0.0
C	0.0	0.0	0.0	0.0
D	0.0	0.0	0.0	0.0
E	0.0	0.0	0.0	0.0

Table 2

Error Rate and Reaction Time (RT) for Group A and Group B as a Function of Age and Conditions

Conditions	Adults	Olders	Difference
Word			
1	0.0	0.0	0.0
2	0.0	0.0	0.0
Non-Word			
3	0.0	0.0	0.0
4	0.0	0.0	0.0

Note. Write the note in font 10 with a heading note italicized followed by a period, double-space, justified with the table.

9. Line drawings (FIGURES) and photographs (PLATES) should be submitted as reproducible originals. They should be numbered consecutively, and appropriate captions should be provided. Reference to any figures and plates should be given in the appropriate place where they should appear. Figure captions should appear as follow:

Figure x. Title of the figure.

Running Head: EXAMPLE OF A MANUSCRIPT

An Example of a Manuscript: Front Page, Text, References, Appendices, Footnotes, Author
Note, Tables, and Figures

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Abstract

Abstract should not exceed 120 words.

Keywords: Please provide a maximum of 8 keywords.

Do not begin your text with the title *Introduction*. Use correct level of headings. Be sure that every citations are in References en every references are in text. Italicized examples and put between single quotation marks the translation of a foreign language.

References

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Appendice A