Once a manuscript is accepted for publication in JHL, contributors must submit revised versions prepared in strict accordance with this style sheet. For information on submitting to the journal, see the submission instructions.

0. **Form of manuscript.** Final versions must be submitted both in .pdf (or hard copy) and electronically (as an attachment), in the word processing program in which the paper was written and, unless the paper was prepared in Microsoft Word, in rich text format (.rtf).
Authors are asked to keep codes and formatting to a minimum; for example neither right justification nor automatic hyphenation can be used.
Manuscripts, especially articles and review articles, should be divided into sections and subsections as needed, with appropriate (short) titles, not mere numbers.
Footnotes should be kept to a minimum, and detailed bibliographical references are to be listed in alphabetical order by author/editor at the end of the manuscript.
For articles, abstract of about 150 words are required.

1. **Title page.** This should be the first sheet of the manuscript and must provide: (a) author(s)’s name(s) and affiliation(s) as well as (b) full address(es), including e-mail and fax information, indicating — in case there is more than one author — who will be responsible for proofreading and general correspondence. Again, initial submissions should not include this information, only final versions of accepted manuscripts.

2. **Illustrations, tables.** These should be numbered consecutively and should stand at the appropriate place in the manuscript, not on separate pages at the end of the manuscript.
The journal is printed in black & white, so make sure that any information in tables, figures and illustrations is clear without relying on colour.

3. **Fonts.** It is extremely helpful to all concerned if special characters are set in UNICODE fonts.

4. **References in the body of the text.** In the body of the text, use author(s)’s last name(s) plus year (plus page numbers if required), e.g., “Lehmann (1993: 208) has observed . . .” or “. . . as has been observed (see Lehmann 1993: 208), . . .”. When two or more references are listed, they should be separated by commas “… (Chomsky 1986, Luraghi 1988)”. All this, or all minus the author’s name, should be put in parentheses, as the context requires. For example:

According to Jakobson (1944: 188), Boas later “regretted never having attended” Steinthal’s Lectures (see also Harrington 1945: 98), and Lowie (1943: 184) reports that Boas once told him that his aim was to realize Steinthal’s goals.

Both in the text and the bibliography, book titles and names of journals are italicized; otherwise, only data cited are to be given in italics, as elaborated in 6(a), below.
Meanings of forms cited (glosses) are to be put within ‘single’ quotation marks. ‘Single’ quotation marks are also employed for quotations within quotations, while double quotation marks are used to mark particular terms or expressions, e.g., “context of situation”, “underlying form”.

5. **Quotations** from the critical literature, if not exceeding three lines, should be inserted in the regular text, marked by “double” quotation marks and with the source reference supplied. Quotations LONGER THAN three lines should be indented and set off from the regular text, with the source of quotation added at the end. These extracts (block quotations) are NOT enclosed in quotation marks.

6. **Linguistic data and glosses.**

Data cited in the body of the text should be italicized and followed without an intervening comma by the gloss, which is to be enclosed in ‘single’ quotation marks.

To optimize the accessibility of examples for all readers, authors are asked to supply glosses (at least at a word-by-word level) for all examples in languages other than English. Please observe the following conventions:

(a) Italicize original data from any attested language. Reconstructed or hypothesized, asterisked forms are not italicized.

(b) Place word-by-word or morpheme-by-morpheme glosses UNDERNEATH (not beside) the original; align the left boundary of the corresponding word or morpheme of the original.

(c) Place the translation UNDERNEATH the morpheme-by-morpheme gloss (not beside it or the original) and enclose it in ‘single’ quotation marks. Abbreviations of grammatical terms should be set in SMALL CAPS.

(d) Indent data in numbered examples, as in the example below.

(e) Enclose example numbers in parentheses, and use such parenthesized numbers also in the body of the text when referring to examples.

For example:

(3) \( \text{la masnà a dis} \)
\[
/\text{la}=\text{mazná} \quad \text{a}=\text{díz}/
\]
\[\text{ART.DEF.F.SG=child} \quad \text{3SS=say.IND.PRES.3S}\]
\[\text{‘the child says’}\]

7. **List of bibliographical references.**

Supply relevant citations in the text, not in footnotes, and full bibliographical entries in the References at the end of the manuscript. Exact bibliographical information is important; references should be as complete and informative as possible; all – and only – sources mentioned in the text should be given.

Full names of authors, names of publishers, page references, and mention of earlier or later editions (usually to be supplied at the end of a bibliographical entry in parentheses) must be included. Note that names of periodicals should not be abbreviated. For titles in languages in non-Latin scripts transliterations should be provided in square brackets.

Please adhere to the following conventions for individual entries:

7.1 **Books, monographs, or edited volumes**


7.2 Articles in periodical or edited volume

In the last example, brackets are used to distinguish listed year of publication from actual year of publication when journals have appeared late. This is not necessary in all cases, but is useful, for instance, when the chronology of earlier literature is under discussion.

When two or more articles from the same edited volume are cited, please include the source as an independent reference. For example:

7.3 Reviews
Use the first format given below, PROVIDED that the full reference to the book reviewed is supplied in the bibliography; otherwise the conventions of the second format are to be followed:

If an edition other than the original is quoted from, this should be made clear in the entry, usually by a statement added in parentheses after the publisher’s name, as in the Szemerényi entry given above. When editions are immediately relevant to the discussion, this can also be done by referring to the most recent date of publication of the source and adding the date of the original publication in square brackets right after the new date, e.g., Szemerényi 1989 [¹1970], where the superscript numeral indicates the first edition.

For further questions, please contact the editors.

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