

Information about the Proceedings

Third Workshop on Altaic in Formal Linguistics *Moscow State University*

This document contains information needed to prepare manuscripts for the Proceedings of Third Workshop on Altaic in Formal Linguistics (WAFL3). Authors are kindly requested to read this document carefully before proceeding with manuscript preparation.

1. Introduction

All participants who made a contribution to the workshop are invited to submit their papers. The maximal length of papers is 15 pages (including trees, charts, references, etc.) for invited speakers, and 12 pages for others. All papers should be formatted according to the guidelines below. Please proofread the paper carefully. Typographical and spelling errors are the author's responsibility.

This style-sheet itself is formatted according to these guidelines and can be used as a concrete representation of the formatting requirements. If you have any questions, please contact mail@waf13.org.ru.

2. Submission of papers

All papers should be submitted electronically (preferably as an attachment by e-mail or sent on a disk). We prefer submissions in Microsoft Word for Windows (any version); Word for Macintosh is fine too. Most of the instructions below are specific to that word processor. If you plan to use a different word processor, please ask the editors for additional formatting instructions. In addition to the electronic version of your paper please submit a hardcopy as a .pdf file.

If your (last) last name is X, please call the Word document that you will send to us: X.doc. A joint contribution by X and Y should also be called X.doc.

Please send your submission to mail@waf13.org.ru before September 15, 2006. If you prefer to submit a disk, please send it by mail to the address specified at the end of this document.

3. Format specifications

3.1. Document settings

The Proceedings will be printed on the basis of an A4 page set up (i.e. 21 x 29.7 cm). Authors should set the margins (File:Page setup) as follows: top — 3,9 cm; bottom — 6 cm, left — 4 cm; right — 3,5 cm, gutter — 0 cm, vertical alignment — Top. All text and figures must therefore be contained in a 13,5 x 19,8 cm image area.

3.2. Paragraph Settings

For the body of the paper, set the parameters under the Format Paragraph command as follows. Line spacing should be set to Exactly 11 pt, not Auto. Paragraph indent should be set to 0,8 cm for all paragraphs that do not follow a heading. The first paragraph following a heading should not be indented. Accordingly, there should be two styles (Format: Style) for the paragraphs: one of them (Normal) is indented, the other one (NI) not.

Use full justification for all paragraphs of running text, including footnotes. Do not skip a line between paragraphs.

3.3. Character Settings

The body of the paper should be written in 10 point Times font. If any other fonts are used for phonetic symbols, trees, or other special characters, please provide us with corresponding files.

3.4. Forms in other languages

In the body of the text, a letter, word, phrase, or sentence cited as an example should appear in italics, not quotation marks (the suffix *-s*, the word *like*, the construction *was eaten*). Cited forms in languages other than English should be immediately followed at their first occurrence by a gloss in single quotation marks, e.g. Latin *ovis* ‘sheep’. The punctuation should follow the quote.

Italics are also used to indicate *emphasis*; do not use boldface for emphasis (in the text; it’s fine in example sentences, to highlight a particular morpheme for example).

3.5. Citations

Citations should appear in the text and include the author’s name and the year (also a colon and page number if applicable), e.g. (Krifka 1998, Sag and Wasow 1999:132-3). Page numbers should be used for direct quotations or paraphrases.

3.6. Headers and Footers

Do not include headers or footers either in your file or in your hard copy. Please give us a running title for your paper.

3.7. Page numbering

Do not include any page numbers.

4. Section headings

Apply at most three levels of headings. Section (=first level) headings appear in 11 point Times, boldface. Sections are numbered beginning with 1, not 0. The references section is not numbered. The section number is followed by a dot.

4.1. Heading level two

Second level headings are identical to main headings except for the font size: they should be written in 10 point Times, boldface.

4.1.1. Heading level three

Third level headings are like second level headings, except that they are not bold, but italicized. All headings should be marked “Keep with next” and “Keep lines together” in the Format: Paragraph parameters so that they will not be stranded at the bottom of a page.

Section headings should have 16 pt “space before” and 11 pt “space after,” second and third level headings 11 pt “space before” and 5,5 pt “space after”.

5. Examples, tables, figures, and graphic images

Use different styles (Format Style command) for examples, glosses, and translations. Examples and translations should be in the same font size (10 pt) as the text of the paper. Glosses are in 9 pt Times font. Abbreviated category labels should come in SMALL CAPITALS.

- (1) a. marapai-thu rumpa-mi ithirr matyamirla-thu.
woman-ERG grind-FUT seed-NOM grindstone-ERG
‘The woman will grind the seed with the grindstone.’
- b. marapai rumpa-yi-mi ithirr-ku matyamirla-thu.
woman.NOM grind-AP-FUT seed-DAT grindstone-ERG
‘The woman will grind seed with the grindstone.’ (Blake 1994:218)

Examples should not be indented. The main example number is parenthesized, the sub-letter is followed by a period. Set a tab at 0,8cm; this is used for the example sub-letter. The start of the example should be marked with another tab at 1,2cm. Glosses and translations should be aligned accordingly. Skip one line before and after examples.

Leave a blank line between multi-line examples. Boldface may be used to draw the reader’s attention to salient parts of an example. If you cite a source for an example, enclose the citation in parentheses.

Tables and Figures are numbered independently, and OT Tableaux and trees are numbered together with examples. Text following an example can be flush left if it is logically part of the same paragraph that preceded the example(s).

Tables, figures, trees, and other graphic images should be in their actual positions in the paper, not placed at the end or on separate pages. The label or caption for a figure or a table should be before the figure or table, left-justified. All data, tables, and figures must fit within the margins as specified in section 3.2.

6. Footnote settings

Notes must be footnotes, not endnotes. Footnotes are in 9-point type.¹ Footnote numbers, both in the text and in the notes, are 8 point, superscripted; footnote numbers in the text should come outside of punctuation. In the footnote, leave one space character after the footnote number. The paragraph settings are as follows: line spacing — Exactly 10 pt, no indents, full justification. Do not skip lines between footnotes if there are more than one on a page. Use a * (an asterisk) for your first footnote for acknowledgments.

7. Title, Author(s), and Abstract

All papers should start with a title (in 14pt, centered). The title should be bold-faced. Capitalize the first word of the title, and then capitalize all words in the title except determiners, conjunctions, and prepositions. Also capitalize the first word after a colon.

After the title, skip a line, put your name in 12 pt, centered, italicized (but not in bold-face), and then put the name of your institution (without your department) on the following line. The name of your institution should be 10pt, centered, italicized.

¹ This is a sample footnote. Use Word’s default settings for footnote separators.

The abstract should not exceed 100 words, and should include as few references as possible. The abstract should be centered, in 8pt characters, with 1,6 cm indentation from the left and the right. Skip three lines before and two lines after the abstract, and set line spacing to Exactly 10pt. Restrict the abstract to a single paragraph.

For the title, author(s), affiliation, and abstract please define appropriate styles (Format:Style).

8. References

Leave two blank lines after the main text of the article and on the next line left-justify the heading **References** in boldface. This heading should be formatted like other first level headings, but should not be numbered. References should be given in alphabetical order and be fully justified.

See the end of this document for sample references; please follow them for capitalization, punctuation, etc. References are in 9-point type. A 0.8 cm hanging indent should be used for references which take up more than one line; line spacing should be set to Exactly 10 pt.

9. Contact Information

After the references section, list your snail mail and e-mail addresses. Do not repeat your name, unless there are multiple authors. Leave 3 blank lines before the address.

10. Spelling and hyphenation

As the last operations before completing your paper, run it through the spell checker (Tools: Spelling and Grammar) and then the Hyphenation function (Tools: Language: Hyphenation).

References

- Kennedy, C. (2003). Towards a grammar of vagueness. Ms., Northwestern University.
- Krifka, M. (1998). The origins of telicity. In S.Rothstein (ed.) *Events and Grammar*. Dordrecht: Kluwer, pp. 197-235.
- Link, G. (1983). The logical analysis of plurals and mass terms. In R. Bäuerle, C. Schwarze, and A. von Stechow (eds.) *Meaning, Use and Interpretation of Language*. Berlin, New York: Mouton De Gruyter, pp. 302–323.
- Nakanishi, K. (2004). *Domains of Measurement: Formal Properties of Non-Split/Split Quantifier Constructions*. Ph.D.dissertation, University of Pennsylvania.
- Rothstein, S. (2004). *Structuring Events*. Oxford: Blackwell.
- Schwarzschild, R. and K. Wilkinson (2002). Quantifiers in comparatives: A semantic of degree based on intervals. *Natural Language Semantics* 10: 1-41.

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