

## Unified style sheet for linguistics

These guidelines grew out of discussions among a group of editors of linguistics journals during 2005-2006 and were approved on January 7, 2007. They are intended as a "default, but with discretion to use common sense", to quote David Denison on the matter. Our principles, as elaborated primarily by Stan Dubinsky, are:

- 1. Superfluous font-styles should be omitted.** Do not use small caps for author/editor names, since they do not help to distinguish these from any other bits of information in the citation. In contrast, italics are worthwhile for distinguishing volume (book, journal, dissertation) titles [+ital] from article and chapter titles [-ital].
- 2. Superfluous punctuation should be left out.** Once italic is adopted to distinguish volumes from articles/chapters (as above), then single or double quotations around article titles are superfluous and only add visual clutter.
- 3. Differing capitalization styles should be used to make category distinctions.** Use capitalization of all lexical words for journal titles and capitalize only the first word (plus proper names and the first word after a colon) for book/dissertation titles and article/chapter titles. This is a useful diagnostic for discriminating between titles that are recurring and those that are not. The journal style for capitalization should also be applied to the title of book series. Thus, the citation of a *SNLLT* volume would be punctuated: *Objects and other subjects: Grammatical functions, functional categories, and configurationality* (Studies in Natural Language and Linguistic Theory 52).
- 4. All author/editor first names should be spelled out.** Not doing so only serves to make the citation less informative. Without full first names, the 20th century index for *Language* alone would conflate five different people as 'J. Smith', four as 'J. Harris', three each under 'A. Cohen' and 'P. Lee', two each under 'R. Kent', 'J. Anderson', 'H. Klein' and 'J. Klein'.
- 5. The ampersand is useful.** Use ampersand to distinguish higher and lower order conjuncts, i.e. [W & X] and [Y & Z], as in Culicover & Wilkins and Koster & May. It is relatively easy to see that reference is made here to two pairs of authors here (cf. Culicover and Wilkins and Koster and May).
- 6. Name repetitions are good.** While using a line \_\_\_\_\_ may save a little space, or a few characters, it also makes each such citation referentially dependent on an antecedent, and the effort of calculating such antecedents is more than what it saved typographically. Each citation should be internally complete.
- 7. Four digit year plus period only.** Extra parentheses are visual clutter and superfluous.

**8. Commas and periods and other punctuation.** Separate citation components with periods (e.g., Author. Year. Title.) and subcomponents with commas (e.g., Author1, Author2 & Author3). Please note the ampersand (&), rather than the word “and” before the name of the last author, and no comma before the “&”. The use of the colon between title and subtitle and between place and publisher is traditional, but we do not use it between journal volumenumber and pagenumbers.

**9. Parentheses around ed. makes sense.** Commas and periods should be used exclusively to separate citation components (e.g., "Author. Year."), or subcomponents (e.g. "author1, author2 & author3). Since "ed." is neither a component nor a subcomponent, but a modifier of a component, it should not be separated from the name by a comma:

surname, firstname = author  
 surname, firstname (ed.). = editor (NOT surname, firstname, ed.)  
 surname, firstname & first name surname (eds.) = editors

**10. For conference proceedings, working papers, etc. do not list all the editors in full.** This information can be difficult to come by.

**11. Use “edn.” as an abbreviation for “edition”, thus “2nd edn.”.** This avoids ambiguity and confusion with “ed.” (editor).

**12. Names with “von”, “van”, “de”, etc.** If the "van" (or the "de" or other patronymic) is lower case and separated from the rest by a space (e.g. Elly van Gelderen), then alphabetize by the first upper-case element:

Gelderen, Elly van

The addition of "see ..." in comprehensive indices and lists might be helpful for clarification:

van Gelderen, Elly (see Gelderen)

**13. Names with “Jr.”, “IV.”, etc.** Following library practice, list elements such as “Jr.” as a subelement after names, separated by a comma.

Smith, Sean, Jr.

**14. Use “In” to designate chapters in collections.** This makes the book’s format maximally similar to the standard citation format. This, in turn, would be time-saving when the author or the editor notice that more than one article is cited from a given collection and hence that that book’s details should be set out as a separate entry in the references (and the full details deleted from the articles’ entries).

author. year. chaptertitle. In editorname (ed.), collectiontitle, pagenumbers. publisher.

**15. Journal volume numbers.** We favor: volumenumber(volumeissue). startingpage-endingpage. Thus: 22(1). 135-169. Note the space between volume number/issue and page numbers. Special formatting (e.g., bold for volume number) is superfluous. Issue numbers are a parenthetical modifier (cf. "ed." above) of the volume number. While it is not NECESSARY information for identifying the article, it is extremely USEFUL information.

**16. Conference proceedings titles.** Call titles according to the name of the society, then put the meeting's acronym in parentheses after the title and before the volume number. Do not include the words "proceedings of the" or "papers from the". The advantage of including the acronym after the society title is that it makes the entry much more identifiable in a list of references.

**17. Dissertations/theses.** These conform to the already-widespread Place: Publisher format and fit readily into the rest of the standard: Cambridge, MA: MIT dissertation. Instead of archaic state abbreviations, use the official two-letter postal abbreviations. Note that national and other traditions vary in exactly what is labeled 'thesis' versus 'dissertation' and in distinguishing 'PhD' from 'doctoral' dissertations.

Cambridge, MA: MIT dissertation.  
Chapel Hill: UNC MA thesis.

### Example references

Blevins, Juliette. 2004. *Evolutionary phonology*. Cambridge: Cambridge University Press.

Casali, Roderic F. 1998. Predicting ATR activity. *Chicago Linguistic Society (CLS)* 34(1). 55-68.

Chomsky, Noam. 1986. *Knowledge of language*. New York: Praeger.

Coetsem, Frans van. 2000. *A general and unified theory of the transmission process in language contact*. Heidelberg: Winter.

Iverson, Gregory K. 1983. Korean /s/. *Journal of Phonetics* 11. 191-200.

Iverson, Gregory K. 1989. On the category supralaryngeal. *Phonology* 6. 285-303.

Joseph Salmons 5/12/05 12:14 PM

**Comment:** No use of caps/small caps for author/editor names.

Joseph Salmons 5/12/05 12:34 PM

**Comment:** Capitalize only the first word of a book/dissertation title (plus proper names and the first word after a colon).

Joseph Salmons 6/1/05 2:26 PM

**Comment:** Call conference proceedings titles according to the name of the society, including the meeting's acronym in parentheses. Do not include "proceedings of the" or "papers from the".

Joseph Salmons 6/6/05 2:13 PM

**Comment:** Author/editor first names should be spelled out (recommended, but not obligatory).

Joseph Salmons 5/12/05 12:21 PM

**Comment:** Four digit year plus period only; no parentheses.

Joseph Salmons 6/6/05 2:13 PM

**Comment:** alphabetize names with "von", "van", "de", etc. according to first upper-case element.

Joseph Salmons 5/15/05 11:51 AM

**Comment:** No italics with article titles.

Joseph Salmons 5/15/05 11:56 AM

**Comment:** Capitalize all lexical words in journal or series titles.

Joseph Salmons 5/15/05 11:50 AM

**Comment:** Repeat names for each entry.

Johnson, Kyle, Mark Baker & Ian Roberts. 1989. Passive arguments raised. *Linguistic Inquiry* 20. 219-251.

Joseph Salmons 5/12/05 12:23 PM

**Comment:** Comma used to separate subcomponents (e.g. author1, author2, author3.)

Lahiri, Aditi (ed.). 2000. *Analogy, leveling, markedness: Principles of change in phonology and morphology* (Trends in Linguistics 127). Berlin: Mouton de Gruyter.

Joseph Salmons 5/12/05 12:24 PM

**Comment:** Period used to separate citation components (e.g. author. year. title.)

McCarthy, John J. & Alan S. Prince. 1999. Prosodic morphology. In John A. Goldsmith (ed.), *Phonological theory: The essential readings*, 238-288. Malden, MA & Oxford: Blackwell.

Joseph Salmons 5/16/05 7:04 AM

**Comment:** Give series information in parentheses, capitalizing all lexical words.

Murray, Robert W. & Theo Vennemann. 1983. Sound change and syllable structure in Germanic phonology. *Language* 59(3). 514-528.

Joseph Salmons 5/12/05 12:35 PM

**Comment:** Use ampersand (also for in-text reference).

*Oxford English Dictionary*, 2nd edn. 1989. Oxford: Oxford University Press.

Joseph Salmons 5/16/05 5:18 PM

**Comment:** Capitalize only first word of article and chapter titles, plus first word after colon.

Rissanen, Matti. 1999. Syntax. In Roger Lass (ed.), *Cambridge History of the English Language*, vol. 3, 187-331. Cambridge & New York: Cambridge University Press.

Joseph Salmons 6/1/05 1:50 PM

**Comment:** Use "In" for chapters in collections.

Stewart, Thomas W., Jr. 2000. *Mutation as morphology: Bases, stems, and shapes in Scottish Gaelic*. Columbus, OH: The Ohio State University dissertation.

Joseph Salmons 5/12/05 12:26 PM

**Comment:** Volume (book, journal, dissertation) title italicized.

Webelhuth, Gert (ed.). 1995. *Government and binding theory and the minimalist program: Principles and parameters in syntactic theory*. Oxford: Blackwell.

Joseph Salmons 5/12/05 12:29 PM

**Comment:** Lexical words in journal titles capitalized.

Yu, Alan C. L. 2003. *The morphology and phonology of infixation*. Berkeley, CA: University of California dissertation.

Joseph Salmons 5/12/05 12:29 PM

**Comment:** Format for journal information: volumenumber(volumeissue).startingpage-endingpage, e.g. 22(1).135-169.

Joseph Salmons 6/6/05 1:37 PM

**Comment:** Use "edn." as an abbreviation for "edition"

Joseph Salmons 6/6/05 2:40 PM

**Comment:** Place "Jr.", "IV", etc. after names.

Joseph Salmons 5/12/05 12:30 PM

**Comment:** Use parentheses around "ed."; do not separate from last name by comma.

Joseph Salmons 5/12/05 12:30 PM

**Comment:** Use two-letter postal abbreviations.

Joseph Salmons 5/16/05 6:52 AM

**Comment:** Format for dissertations/theses: City, State: Institution dissertation/MA thesis (e.g. Cambridge, MA: MIT dissertation; Chapel Hill, NC: UNC MA thesis).