

STYLE SHEET FOR THE 2009 CLA PROCEEDINGS*

Jean Linguist
University of Avonlea

The papers for the CLA proceedings will be posted on the internet exactly as submitted. In order to ensure a uniform appearance for the volume, all papers must conform to the format outlined below. This document is a template that you can use to prepare your paper. Just save it with a new name, and type your paper into the new document.¹

1. General Guidelines

The limit for conference papers is 15 pages, including text, figures, footnotes and references. In *Page Setup*, set your paper size to US Letter (8.5 × 11 inches). Before e-mailing your paper to the editor of this year's Proceedings, you will need to turn it into a PDF file (contact this year's editor, Fred Mailhot, at fmailhot@connect.carleton.ca if you are unsure how to do so). Please print out your PDF file before sending it, to make sure that it looks right. Your file cannot be modified by the editor, and submissions not conforming to these instructions will be rejected.

2. Format of Text

2.1 Document

Top and bottom margins should be set at 1.75 inches; left and right margins should be 2 inches. The header and footer should be 1.25 inches from the top and bottom edges. Headers and footers should be set to *Different first page*. Text (including footnotes) should be single-spaced and justified at both the left and right margins. However, examples should not be right-justified.

2.2 Fonts

All text should be in Times New Roman font, except for examples, which may require special fonts. If you are using special fonts, be sure to select the *Embed all fonts* option when creating your PDF file (see PDF instructions). Some fonts — especially old WordPerfect fonts — are proprietary and cannot be embedded; therefore, your document must not use these fonts.

10-point font should be used for text and examples, and 9-point for footnotes and for the References section. Footnote reference marks should be in superscript 8-point font. Page numbers should appear at the right edge of the

* Any questions about the Proceedings should be directed to this year's editor, Fred Mailhot (fmailhot@connect.carleton.ca). This style sheet was updated in 2005 by CLA Secretary Martha McGinnis.

¹ Please see <http://www.chass.utoronto.ca/~cla-acl/nonsexist.html> for the CLA guidelines on non-sexist usage.

header in 10-point font, on all pages except the first page. Each paper now begins on page 1, so the first page number shown will be 2.

2.3 First Page

The title should be in 12-point capital boldface letters, centred on the first line. Leave one blank line, and on the next two lines centre your name(s) and the name of your institution(s) (without your department) in 10-point italic font. Leave two blank lines, then begin with the first line of your text. Your paper should begin either with Section 1 or with an unnumbered introductory paragraph.

The first page includes a footer with publication information in 8-point font, as shown in this document. Type your own name(s) in the last line.

2.4 Paragraphs and Examples

Each paragraph should be indented by 3/8 (0.38) inches, except the first paragraph after a section heading. Sections and subsections should be numbered in sequence using Arabic numerals on the left margin, with a period following the single numeral of a section heading, or separating the numerals of a subsection heading. Section and subsection titles should be indented 3/8 inches from the left margin. Headings should be in bold font and use title capitalization.

Do not skip a line between paragraphs. Blank lines should be used: (a) to separate example sentences from the text; (b) between examples with more than one line or with glossed material, diacritics or formulae; and (c) before and after section headings. An example is given below:

- (1) a. * Vano-s_i tavis_i tav-i_i t_i xaTav-s.
 Vano-ACC self's self-NOM draw-PRES
 (lit.) 'Himself_i is drawing Vano_i.'
- b. Nino-s_i tavis_i deida t_i xaTav-s.
 Nino-ACC self's aunt.NOM draw-PRES
 'Her_i aunt is drawing Nino_i.'

Examples (including diagrams) should be numbered in sequence using Arabic numerals in parentheses, with all lines of each example indented 3/8 inches from the left margin. If more than one sub-example is included, as above, each sub-example should be assigned a letter that is indented 3/8 inches and followed by a period. In this case, all lines of the example should be indented 3/4 (0.75) inches from the left margin. Asterisks (and so forth) should be inserted between the number or letter and the example, using spaces to place it immediately before the example. Word-by-word glosses should be lined up with example words using left-tab stops, and translations should be enclosed in single quotation marks. Italics should be used for linguistic material cited in the body of the text: for example, in (1b), *deida* is the nominative form.

3. Footnotes

Footnotes should appear at the bottom of the page, single-spaced and separated from the text by a 1.75-inch horizontal line. However, a two-point space should appear between footnotes (in *Format Paragraph, Space After* should be set to 2 points for the last paragraph of each footnote).

Acknowledgements, if any, should be placed in a footnote marked with an asterisk immediately after the title. Subsequent footnotes should be numbered with Arabic numerals, starting with the number 1.

4. References

Leave two blank lines after the last line of the text, then type the label **References**, centred, bolded, and in 10-point font. Leave one blank line and then begin listing references on the next line.

References should be in 9-point font and single-spaced, with no blank lines between entries. Second and successive lines of individual references should be indented 3/8 inches. The format for references is the same as that for the *Canadian Journal of Linguistics*, as illustrated below.

References

- Baker, Mark C. 1988. *Incorporation: A theory of grammatical function changing*. Chicago: University of Chicago Press.
- Baker, Mark C. 1996. *The Polysynthesis Parameter*. New York: Oxford University Press.
- Branigan, Philip. 1992. Subjects and complementizers. Doctoral dissertation, MIT.
- Den Dikken, Marcel, and René Mulder. 1991. Double object scrambling. In *MIT Working Papers in Linguistics 14: Papers from the 3rd Student Conference in Linguistics*, eds. Jonathan D. Bobaljik and Tony Bures, 67–82.
- Frank, Robert, Young-Suk Lee, and Owen Rambow. 1996. Scrambling, reconstruction and subject binding. *Rivista di Grammatica Generativa* 21:67–106.
- Hale, Kenneth L., and Samuel J. Keyser. 1993. On argument structure and the lexical expression of syntactic relations. In *The view from Building 20*, eds. Kenneth L. Hale and Samuel J. Keyser, 53–109. Cambridge, MA: MIT Press.
- Hiraiwa, Ken. 2002. EPP: Object shift and stylistic fronting in Scandinavian. In *WCCFL 20: Proceedings of the 20th West Coast Conference on Formal Linguistics*, eds. Karine Megerdooomian and Leora A. Bar-el, 290–303. Somerville, MA: Cascadilla Press.
- Legate, Julie Anne. 2003. Identifying phases. Paper presented at the IAP Workshop on EPP and Phases, MIT, Cambridge, MA, January 16–17.
- Legate, Julie Anne. In press. Some interface properties of the phase. *Linguistic Inquiry*.
- Snyder, William. 1992. Chain-formation and crossover. Ms., MIT.