Style Sheet for Nordic Journal of Socio-Onomastics (2020)

By sending a paper to the Nordic Journal of Socio-Onomastics, you approve of digital, Open Access publication as well as printed publication. Please note that manuscripts may not have been published in any previous context.

Manuscript: Please send your article in a Word document format to: noso@gustavadolfsakademien.se. The article should be sent in one original version as well as one anonymised version. The total length can be up to 10 000 words.

Language: Papers may be written in Danish, Norwegian, Swedish or English. Authors are responsible for the correctness of the language. If you are not a native speaker, the editors may require you to make use of a language revision service. (The journal will see to language revision of the abstract and, for articles written in a Scandinavian language, the English summary.)

Abstract: Each article should include an English abstract of up to 700 characters, including blank spaces. The abstract should include the article's English title, the author's name and affiliation as well as 5–10 keywords.

Summary: Papers that are written in one of the Scandinavian languages should include a summary in English. This text should be no longer then 5 000 characters, including blank spaces.

Formatting: Use Times New Roman. If further special fonts are used, indicate which ones (in some cases the fonts can be attached to the file). For the main text, size 12 p. should be used. Please do not use end-of-line division or a straight right margin. Please use footnotes sparingly (use size 10 p., place footnote numbers after a punctuation mark, place footnote texts on the bottom of the page and be sure to number footnotes consistently within the paper). *Italic* is used for linguistic forms. The first line in paragraphs should be indented, except in the first paragraph of the paper and after headings, tables, charts and figures.

Section headings: Three different levels of section headings can be used. Please indicate their level by using numbers (1, 1.1., 1.1.1). The numbers may be excluded in the published version of the paper.

Tables and figures: All tables, charts and figures should be numbered, even if there is only one. Tables should have a heading (above the table), charts and figures a caption (below the figure). There should always be a reference to the table or figure in the main text. Images can be sent in as attachments (EPS, JPEG, PDF, TIFF). The author is responsible for obtaining the appropriate permissions for reproducing this material. Evidence that permission has been granted must be submitted with the article.

Citations: Please use Harvard style (author-date system) in accordance with The Generic Style Rules for Linguistics, paragraph 16 (2014) as described on the following pages. Please note that reference to a certain page or certain pages should be preceded by a colon: (Gustafsson 2002:15) (Gustafsson 2002:15–16) (Gustafsson 2002:15–24).

Proofs: All authors will normally receive one proof sheet. Only proof corrections are normally allowed. If the author requests more substantial changes, the author will be financially responsible.

It should be noted especially that
• the names of authors and editors should be given in their full form as in the publication, without truncation of given names (but note that some authors habitually use initials only, e.g. J. K. Rowling and R. M. W. Dixon; these count as full)
• page numbers are obligatory, but issue numbers of journals and series titles are optional (though recommended)
• journal titles are not abbreviated
• main title and subtitle are separated by a colon, not by a period.

16.2. Standard parts and standard reference types

A reference consists of the standard parts given in Table 1 (some of them are optional): author list, year, article title, editor list, publication title, volume number, issue number, series, page numbers, city, publisher. Nonstandard parts may follow in parentheses.

There are four standard reference types: journal article, book, article in edited book, thesis. Works that do not fit easily into these types should be assimilated to them to the extent that this is possible. Different reference types make use of different parts, as shown in Table 1.

Table 1: Standard parts of bibliographical references

	author list.	year.	article title.	editor list.	*publica-tion title*(.)	volume number	page num -bers.	city:	pub-lisher.
journal article	*	*	*		*	*	*		
book	*	*			*			*	*
article in edited book	*	*	*	*	*		*	*	*
thesis	*	*			*			*	*

16.3. General formatting rules

• Article titles are printed in roman, with no quotation marks around them.
• Publication titles (both book titles and journal titles) are printed in italics.
• Editors are followed by (ed.) or (eds.) (depending on the number of editors).
• The author list, the year number, the article title, the editor list, the volume number, the page numbers, and the publisher are followed by a period (as seen in the headings of Table 1).
• The city is followed by a colon.
• Additional nonstandard parts may follow the reference in parentheses.

16.4. Standard reference types

Here are examples of the four standard types of references: journal article, book, article in edited volume, and thesis:

• Journal article (journal title is immediately followed by the journal volume number):

Milewski, Tadeusz. 1951. The conception of the word in languages of North American natives. *Lingua Posnaniensis* 3. 248–268.

• Book (whether authored or edited, book title followed by a period):

Matthews, Peter. 1974. *Morphology.* Cambridge: Cambridge University Press.

Lightfoot, David W. (ed.). 2002. *Syntactic effects of morphological change.* Oxford: Oxford University Press.

• Article in edited volume (editor list is preceded by In and followed by (ed.) or (eds.) and a comma, book title is followed by a comma):[17]

Erdal, Marcel. 2007. Group inflexion, morphological ellipsis, affix suspension, clitic sharing. In Fernandez-Vest, M. M. Jocelyne (ed.), *Combat pour les langues du monde: Hommage à Claude Hagège,* 177–189. Paris: L'Harmattan.

• Thesis (university is treated as publisher, type of thesis/dissertation is mentioned in parentheses as a nonstandard part):[18]

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

Other kinds of publications should be treated like one of these to the extent that this is possible. For example, published conference papers can be treated like articles in edited volumes or like journal articles. Unpublished papers can be treated like journal articles, with information about the location given as a nonstandard part.

In unpublished conference papers, the conference is treated as a nonstandard part in parentheses (but such unpublished papers should only be cited from recent conferences, if it can be expected that the material will eventually be published):

Filppula, Markku. 2013. Areal and typological distributions of features as evidence for language contacts in Western Europe. (Paper presented at the conference of the Societas Linguistica Europaea, Split, 18–21 September 2013.)

16.5. Optional parts

Optionally, the journal volume number may be followed by an issue number, given in parentheses:

Coseriu, Eugenio. 1964. Pour une sémantique diachronique structurale. *Travaux de linguistique et de littérature* 2(1). 139–186.

The book title may be followed by series information (series title plus series number), given in parentheses:

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

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[17] The complete information about the volume is always included, even if other articles from the same volume are listed in the references. There is no need to list the volume itself separately, unless it is cited separately. (This means that more space is needed, but it is otherwise much simpler than the old paper-saving convention of making some references sensitive to the existence of other references in the list).

[18] The 2007 Unified Style Sheet has the university and the dissertation-type information as a single part, even though they are quite different types of information ("Berkeley: University of California dissertation").

Series titles have special capitalization, like journal titles (see §2).

16.6. Author surnames and given names

The author names always appear in the order "surname, given name" in the list of references,[19] in order to make it unambiguously clear which elements of the author name belong to the surname and which belong to the given name. If the second name in the following example were given in the order "given name surname" (Francisco José Ruiz de Mendoza), the parsing would not be clear.

> Pérez Hernández, Lorena & Ruiz de Mendoza, Francisco José. 2002. Grounding, semantic motivation, and conceptual interaction in indirect directive speech acts. *Journal of Pragmatics* 34(3). 259–284.

When there are more than two authors (or editors), each pair of names is separated by an ampersand.[20] No author name is omitted, i.e. *et al.* is not used in references.

> Chelliah, Shobhana & de Reuse, Willem. 2010. *Handbook of descriptive linguistic fieldwork.* Dordrecht: Springer.
> Johnson, Kyle & Baker, Mark & Roberts, Ian. 1989. Passive arguments raised. *Linguistic Inquiry* 20. 219–251.

Surnames with internal complexity are never treated in a special way.[21] Thus, Dutch or German surnames that begin with *van* or *von* (e.g. *van Riemsdijk*) or French and Dutch surnames that begin with with *de* (e.g. *de Groot*) are treated just like Belgian surnames (e.g. *De Schutter*) and Italian surnames (e.g. *Da Milano*) and are alphabetized under the first part, even though they begin with a lower-case letter. Thus, the following names are sorted alphabetically (i.e. mechanically) as indicated.

> Da Milano, Federica > de Groot, Casper > De Schutter, Georges > de Saussure, Ferdinand > van der Auwera, Johan > Van Langendonck, Willy > van Riemsdijk, Henk > von Humboldt, Wilhelm

When they occur in the prose text, they are not treated in a special way either, i.e. they have lower case unless they occur at the begining of a sentence (this is in line with the French and German practice,[22] but in contrast to the Dutch practice), e.g.

> as has been claimed by van Riemsdijk & Williams (1981)

Chinese and Korean names may be treated in a special way: As the surnames are often not very distinctive, the full name may be given in the in-text citation, e.g.

> the neutral negation *bù* is compatible with stative and activity verbs (cf. Teng Shou-hsin 1973; Hsieh Miao-Ling 2001; Lin Jo-wang 2003)

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[19] This is a simplification over the 2007 Unified Style Sheet, which treats non-first names in author and editor lists in a special way, with inverted order.

[20] This is a simplification over the 2007 Unified Style Sheet, which treats the last pair of names differently from the non-last pairs.

[21] This is a simplification over the 2007 Unified Style Sheet, which treats "names with *von, van, de*, etc." in a special way.

[22] With classical authors such as *de Saussure* and *von Humboldt*, the first part of the name can be (and is often) omitted. But this is not possible with modern names (e.g. *von Heusinger*, never **Heusinger*).

16.7. Internet publications

Regular publications that are available online are not treated in a special way, as this applies to more and more publications anyway.

When citing a web resource that is not a regular scientific publication, this should be treated like a book, to the extent that this is possible, e.g.

Native Languages of the Americas. 1998–2014. *Vocabulary in Native American languages: Salish words.* (http://www.native-languages.org/salish_words.htm) (Accessed 2014-12-02.)

16.8. Miscellaneous

Books may include a volume number, separated from the book title by a comma:

Rissanen, Matti. 1999. Syntax. In Lass, Roger (ed.), *Cambridge history of the English language,* vol. 3, 187–331. Cambridge: Cambridge University Press.

And there may be information about the edition, following the book title:

Croft, William. 2003. *Typology and universals.* 2nd edn. Cambridge: Cambridge University Press.

If a publisher is associated with several cities, only the first one needs to be given, e.g. Berlin: De Gruyter Mouton, or Amsterdam: Benjamins.

Other nonstandard types of information may follow the standard parts in parentheses, e.g.

Mayerthaler, Willi. 1988. *Morphological naturalness.* Ann Arbor: Karoma. (Translation of Mayerthaler 1981.)

Titles of works written in a language that readers cannot be expected to know may be accompanied by a translation, given in brackets:

Haga, Yasushi. 1998. *Nihongo no shakai shinri* [Social psychology in the Japanese language]. Tokyo: Ningen no Kagaku Sha.

Li, Rulong. 1999. *Minnan fangyan de daici* [Demonstrative and personal pronouns in Southern Min]. In Li, Rulong & Chang, Song-Hing (eds). *Daici* [Demonstrative and personal pronouns], 263–287. Guangzhou: Ji'nan University Press.

If the title is not only in a different language, but also in a different script, it may be given in the original script, in addition to the transliteration (following it in parentheses). Likewise, the name of the author may be given in the original script, as follows:

Plungian, Vladimir A. (Плунгян, Владимир А.) 2000. *Obščaja morfologija: Vvedenie v problematiku* (Общая морфология: Введение в проблематику) [General morphology: Introduction to the issues]. Moskva: URSS.

Chen, Shu-chuan (陳淑娟). 2013. Taibei Shezi fangyan de yuyin bianyi yu bianhua (台北社子方言的語音變異與變化) [The sound variation and change of Shezi dialect in Taipei city]. *Language and Linguistics* 14(2). 371–408.