



## Editorial rules - Linguistica e Filologia

Articles shall be sent to dr Jacopo Saturno ([jacopo.saturno@unibg.it](mailto:jacopo.saturno@unibg.it)) both as text file (eg .docx) and as .pdf file. The document are named as follows: surname\_short title, e.g. Saturno\_derivational morphology.

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### 1 Author and title of the contribution

NAME (in full) and SURNAME of the author (both in SMALL CAPS, with initials in Capital Letters).

Affiliation (in brackets);

Title of the contribution (in italics, except quoted titles or elements from languages other than that in which the paper is written).

All elements are in Times New Roman font, size 11, 1.5 line spacing.

E.g.: MARIA NAPOLI  
(Università degli Studi del Piemonte Orientale)  
*On Italian past participle with -issimo. The superlative of events between intensification and pluractionality*

At the end of the text, before the bibliography, also insert (right-aligned):

Name and surname

Affiliation

Address of the institution

E-mail address

E.g.: Jacopo Saturno  
Università degli Studi di Bergamo  
Via Donizetti 3, 24129 Bergamo  
[jacopo.saturno@unibg.it](mailto:jacopo.saturno@unibg.it)



## 2 Generalia

- Articles shall not exceed 40,000 characters, spaces, notes and bibliography included.
- Type the text in Times New Roman font, size 11, 1.5 line spacing.
- Before the text insert an English abstract of about 500 characters (including spaces).
- Insert footnotes using the appropriate function of the word processor, setting the following parameters: single spacing, Times New Roman font, size 10.
- Insert number pages using automatic numbering (number at the bottom right).
- In phonetic transcriptions use the appropriate Unicode symbols for double characters (ɹ ʁ ɻ ɽ) and diacritics (t̃ ɿ ʈ).
- Graphs, images and tables are to be inserted in the desired position within the text. However, please also provide images as a separate file (.jpeg format, minimum resolution 300 dpi), named according to the following format: surname\_type<sup>1</sup>\_number (eg. Smith\_picture\_3).
- Graphs, images and tables should be readable in black and white (the journal is not printed in colour).

## 3 Formatting titles and captions

All titles have the following attributes: Times New Roman font, size 11, italics, single line spacing, no spaces above or below. The titles should be numbered hierarchically as follows:

*1 Paragraph title*

*1.1 Sub-paragraph title*

*1.1.1 Sub-sub-paragraph title*

Captions of graphs and tables (size 10, italics) are centered above the corresponding element. Graphs and tables are positioned centrally with respect to the page.

## 4 Formatting of linguistic elements (emphasis, translations, etc.).

- Use *italics* in the following cases:
  - citation of words of the language to which the article is devoted, e.g. the copula *is* is not stressed;
  - citation of specific metalinguistic terms, e.g. this phenomenon is called *split ergativity*;
  - emphasis, e.g. this meaning is *only* acceptable in the aforementioned context.
- Use 'single quotes' to indicate the meaning of terms from a language other than that of the article, e.g. consider the Russian word *pole* 'field'.
- Use "double quotes" in the following cases:
  - short quotations (maximum two lines), e.g. According to Takahashi (2009: 33), "quotatives were never used in subordinate clauses in Old Japanese";

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<sup>1</sup> E.g. picture, graph etc.



- to indicate a particular meaning of a term, from which the author wishes to distance himself, e.g. This is sometimes called “pseudo-conservatism”, but I will not use this term here, as it could lead to confusion.

## 5 Quotations in the text

Short quotations (maximum two lines) are inserted directly in the text between “double high quotes”.

E.g. According to Takahashi (2009: 33), “quotatives were never used in subordinate clauses in Old Japanese”.

Longer passages are preceded and followed by a space and indented by 1 cm., with no quotation marks, size 10. Omissions should be indicated with the symbol [...].

E.g. Klein and Perdue (1997: 311) argue:

There is no inflection in the B[asic] V[ariety] [...]. Thus, lexical items typically occur in one invariant form. [...] Occasionally, a word shows up in more than one form, but this (rare) variation does not seem to have any functional value: the learners simply try different phonological variants”

Based on this observation, etc.

## 6 Examples

Examples can be inserted in the text or presented on a dedicated line. In the first case, the example (in italics) are followed by its translation in ‘single quotation marks’ (unless it is taken from the same language in which the article is written, thus requiring no translation).

E.g. the cases of etymologically related words are not rare, but of different meanings, eg. Russian *ovošči* ‘vegetables’ and Polish *owoce* ‘fruit’.

Examples presented on a dedicated line are preceded by a number in round brackets, by means of which they are recalled in the text. The number is separated from the example by means of a tab (1a, 1b, 2). If the example is formatted as a table (see below), the number occupies a specific column (3).

E.g. as shown in example (1b), etc.

If appropriate, examples may be accompanied by a morphological gloss, formatted according to the Leipzig Glossing Rules<sup>2</sup>. Please note the following points:

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<sup>2</sup> <https://www.eva.mpg.de/lingua/resources/glossing-rules.php>



- the words of the example and the corresponding glosses are separated by tabs (not spaces), so that glosses are vertically aligned to the element to which they refer, as in (1a, 1b, 2). Alternatively, the example may be enclosed in a table with invisible margins and no caption (3);
- glosses referring to grammatical morphemes are formatted in SMALL CAPS (not CAPITAL LETTERS);
- if appropriate, the language from which the example is taken can be specified in the first line of the example (2) or next to the example itself (3), in which case the label is separated from the text by a tab (or presented in a separate column, if a table is used);
- if appropriate, the example source may be indicated in round brackets next to the translation (2, 3) or directly in the text, e.g. author (year: page) considers example (2) to be a case of etc.
- glosses and translation are to be presented in the language in which the article is written;
- abbreviations not listed in the Leipzig Glossing Rules are to be specified in a note.

(1a) *dziewczyn-aczyt-a*                      *książk-ę*  
girl-NOM.SG    read-PRES.3SG            book-ACC.SG

'The girl reads a book'

(1b) *książk-ę*        *czyt-a*                      *dziewczyn-a*  
book-ACC.SG    read-PRES.3SG            girl-NOM.SG

'It is the girl that reads the book'

(2) Polish  
*dziewczyn-aczyt-a*                      *książk-ę*  
girl:NOM.SG    read-PRES.3SG            book-ACC.SG  
'the girl reads a book' (author year:page)

(3 *dziewczyn*    *czyt-a*                      *książk-ę*            (Polish)  
)  
-a  
girl-NOM.SG    read-                      book-  
                    PRES.3SG                ACC.SG  
'The girl reads a book' (author  
year:page)

## 7 Bibliography

Linguistica e Filologia adopts the "Generic Style Rules for Linguistics", to which reference should be made for cases not covered in this document. Below are some examples of the most common reference types. Please note that where applicable, the DOI should be provided.

### 7.1 Monographs

Aikhenvald, Alexandra Y. 2003. *Classifiers: a typology of noun categorization devices*. Oxford: Oxford University Press.

Klein, Wolfgang & Perdue, Clive. 1992. *Utterance structure: developing grammars again*.



Amsterdam: John Benjamins.

Wątorrek, Marzena & Benazzo, Sandra & Hickmann, Maya (eds.). 2012. *Comparative Perspectives on Language Acquisition: A Tribute to Clive Perdue*. Bristol: Multilingual Matters.

Renzi, Lorenzo & Salvi, Giampaolo & Cardinaletti, Anna (a cura di). 2001. *Grande grammatica italiana di consultazione*, vol. I, 2a ed. Bologna: il Mulino.

## 7.2 Articles in journals

Steriopolo, Olga. 2019. Gender in Ninilchik Russian: A morphosyntactic account. *Folia Linguistica* 53(2). 333–365. (doi:10.1515/flin-2019-2014)

Gooskens, Charlotte & van Heuven, Vincent J. & Golubović, Jelena & Schüppert, Anja & Swarte, Femke & Voigt, Stefanie. 2018. Mutual intelligibility between closely related languages in Europe. *International Journal of Multilingualism* 15(2). 169–193. (doi:10.1080/14790718.2017.1350185)

## 7.3 Book chapters

Chini, Marina. 2008. Nuovi spunti sull'acquisizione del genere. Tra forma e funzione. In Giacalone Ramat, Anna & Lazzeroni, Romano & Banfi, Emanuele & Bernini, Giuliano & Chini, Marina & Marotta, Giovanna (a cura di), *Diachronica et synchronica: studi in onore di Anna Giacalone Ramat*, 131–158. Pisa: ETS.

Housen, Alex & Kuiken, Folkert & Vedder, Ineke. 2012. Complexity, accuracy and fluency. Definitions, measurement and research. In Housen, Alex & Kuiken, Folkert & Vedder, Ineke (eds.), *Dimensions of L2 performance and proficiency: complexity, accuracy and fluency in SLA*, 1–20. Amsterdam: John Benjamins.

## 7.4 Bibliography - notes

Works by a single author published in the same year should be distinguished by the use of the letters "a", "b", "c" etc. following the year of publication.

Rast, Rebekah. 2010a. First exposure: converting target language input to intake. In Pütz, Martin & Sicola, Laura (eds.), *Cognitive Processing in Second Language Acquisition: Inside the learner's mind*, 99–115. John Benjamins Publishing.

Rast, Rebekah. 2010b. The Role of Linguistic Input in the First Hours of Adult Language Learning. *Language Learning* 60. 64–84. (doi:https://doi.org/10.1111/j.1467-9922.2010.00601.x)

Editors should be indicated as printed in the book, e.g. "a cura di" (Italian), "ed." or "eds." (English), "Hrsg." or "Hrsgg." (German), "éd." or "éds." (French), "pod redakcji" (Russian) etc. The city of publication should likewise be indicated as printed in the book.

Favilla, Elena & Nuzzo, Elena (a cura di), *Grammatica applicata: apprendimento, patologie, insegnamento*. Milano: AltLA

Kubicka, Emilia & Berend, Małgorzata & Walkiewicz, Aleksandra (red.). 2020. *Nowe perspektywy w nauczaniu języka polskiego jako obcego V*. Toruń: Wydawnictwo Naukowe Uniwersytetu Mikołaja Kopernika.

Wątorrek, Marzena & Benazzo, Sandra & Hickmann, Maya (eds.). 2012. *Comparative Perspectives on Language Acquisition: A Tribute to Clive Perdue*. Bristol: Multilingual Matters.



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e Culture Straniere

For works in languages other than English, French, German, Italian, Portuguese or Spanish, the translation of the title can be provided in square brackets.

Najdič, Larisa. 2008. Tendencii razvitija russkogo jazyka za rubežom: russkij jazyk v Izraile [Tendenze di sviluppo della lingua russa fuori della Russia: il russo in Israele]. *Russian Linguistics* 32(1). 43–57. (doi:10.1007/s11185-007-9019-7)