

Instructions for authors

1. Submitting an article for publication

Whenever possible, to ensure prompt review, manuscripts should be submitted electronically. Please e-mail attached files with Subject Header "Submission for Cognitive Linguistics" to: cogling@northumbria.ac.uk. Submissions to other e-mail addresses will not be accepted. Platform independent formats (such as .pdf, .ps, and .rtf) are preferred. See <http://www.cogling.group.shef.ac.uk/help.htm> for further advice on electronic submissions.

Please include your name, full contact details, the title of your paper and the abstract followed by 3–10 keywords in the main body of your message. Please make sure that the manuscript that you attach is anonymous, i.e. there is no indication of its authorship anywhere in the paper. If your manuscript uses fonts with non-Roman script, it is best to use a unicode font to ensure readability. If you cannot submit electronically, please send four copies of the manuscript printed on A4 or letter-size paper to:

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Manuscripts are not returnable. Authors should keep a copy for reference. Please be advised that paper submissions may take substantially longer to review.

Articles should be in English. Authors whose native language is not English are asked to have their article carefully checked by a native speaker.

2. Peer review

The journal operates a double-blind peer review that usually takes 3–4 months. Submissions are assessed by members of the editorial team and 2 or 3 external reviewers.

3. Formatting and style

Cognitive Linguistics does not require that authors conform to a specific format when submitting articles for review. However, please observe the following conventions:

- Include an abstract of 200 words or less placed before the text body of the manuscript followed by 3–10 keywords.
- The entire text should be double-spaced, with ample margins, and the pages should be numbered.
- We prefer to have figures and tables placed within the text rather than at the end or in a separate file.
- Please submit the paper as a single file rather than sending references, figures etc. as separate files.
- Footnotes are preferred to endnotes.
- Please do not include your name or any identifying information in the text body of the manuscript.

Once accepted for publication, the authors will be required to submit the final version electronically conforming to journal style. Please include an unnumbered (asterisk) footnote which includes your academic affiliation, postal address, and e-mail.

Please see our style sheet for details regarding journal style at:

http://www.degruyter.de/files/down/mouton_journal_stylesheet.pdf

4. Manuscript length

There is no specific limit for article length. Please be advised, however, that reviewers will be instructed to pay careful attention to length-to-content ratios. Brief articles and discussions are encouraged.

5. Proofs

Authors are asked to check their manuscripts *very carefully* before submitting them in order to prevent delays and extra costs at proofing. Authors will receive PDF proofs for correction which must be returned by dates given in the publication schedule.

6. Offprints

Upon publication, authors will receive electronic offprints (in PDF format) of their contribution. Guest editors of special issues will receive complimentary print copies of the issue.