

Instructions for Authors

ABOUT

Open Linguistics is a new, peer-reviewed, electronic-only journal publishing high-quality papers covering all subfields of linguistics. The journal was created as a result of the need for open and accessible forums aimed at exchanging ideas and sharing research findings. Open Linguistics presents works from every linguistic framework and submissions from around the world. The journal is not focused on one particular theoretical or methodological approach to linguistic research.

The aim of Open Linguistics is to provide a world-recognized and high-quality platform to publish, discuss, and disseminate various linguistic themes and topics. Articles in Open Linguistics address topics in theoretical linguistics as well as its practical aspects and results implemented by applied linguistics. The journal is a forum for debate, especially in the case of controversial statements or research for which there is no general methodological consensus.

Scopes of the journal:

- Phonetics
- Phonology
- Morphology
- Syntax
- Semantics
- Pragmatics
- Typology
- Historical linguistics
- Comparative linguistics
- Anthropological linguistics
- Sociolinguistics
- Ethnolinguistics
- Documentary linguistics
- Computational and mathematical linguistics
- Corpus linguistics
- First language acquisition
- Second language education
- Psycholinguistics
- Language policy
- Discourse analysis
- Sign linguistics

Editorial Policy

Unpublished material

Submission of a manuscript implies that the work described is not copyrighted, published or submitted elsewhere, except in abstract form. The corresponding author should ensure that all authors approve the manuscript before its submission.

Conflict of interest

When authors submit a manuscript, they are responsible for recognizing and disclosing financial and/or other conflicts of interest that might bias their work and/or could inappropriately influence

his/her judgment. If no specified acknowledgement is given, the Editors assume that no conflict of interest exists.

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Authorship

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be named in an Acknowledgement section.

Peer Review process

The Editors reserve the right to decline the submitted manuscript without review, if the studies reported are not sufficiently novel or important to merit publication in the journal. Manuscripts deemed unsuitable (insufficient originality or of limited interest to the target audience) are returned to the author(s) without review. The Editor seeks advice from experts in the appropriate field. Research articles and communications are refereed by a minimum of two reviewers, review papers by at least three. The journal uses single-blind peer review model. Authors are requested to suggest persons competent to review their manuscript. However, please note that this will be treated only as a suggestion, and the final selection of reviewers is exclusively the Editor's decision. The final decision of acceptance is made by the main Editor of the journal.

Data sharing policy

Effective December 2020, the journal requires authors to follow data sharing policy. Research data should be made widely available to the research community in order to demonstrate the robustness and validity of the research presented in the journal, to encourage replication of the results, and to provide the community with opportunities to learn. By publishing in the journal authors are required to provide a data availability statement (DAS) in their articles. Authors are encouraged to share their data but not required to. The decision to publish will not be affected by whether or not authors share their research data. See details in our [Data Sharing Policy](#).

Scientific Misconduct

This journal publishes only original manuscripts that are not also published or going to be published elsewhere. Multiple submissions/publications, or redundant publications (re-packaging in different words of data already published by the same authors) will be rejected. If they are detected only after publication, the journal reserves the right to publish a Retraction Note. In each particular case Editors will follow [COPE's Code of Conduct](#) and implement its advice.

CRITERIA FOR PUBLICATION

The primary criteria for judging the acceptability of a manuscript are: its originality, scientific importance, and interest to a general linguistic audience. See our Editorial Policy for more details.

PUBLICATION FORMATS

The journal considers submissions of the following types:

- Research Paper – the default format for reporting research results. There is no length restriction.

- Review Paper – for summarizing the current state of knowledge on a topic of general linguistic interest. The article should present a broad, balanced, and fair perspective on the topic, identifying trends and/or gaps in the literature or providing a new synthesis of existing literature. Reviews should be scientifically sound and should describe the most relevant and recent contributions.
- Position Paper – an essay presenting an opinion about an issue. Its aim is to describe the position and the rationale for that position, especially in cases of clear divisions.
- Squib – a short paper used to present hot-topic discoveries which have not been observed in previous literature.

ELECTRONIC SUBMISSION

All submissions must be made via the online submission system Editorial Manager <http://www.editorialmanager.com/opli/>. In case of problems, please contact the Editorial Office at Katarzyna.Grzegorek@degruyter.com.

Manuscripts submitted under multiple authorship are reviewed on the assumption that all listed authors concur on the submission and are responsible for its content; they must have agreed to its publication and have given the corresponding author the authority to act on their behalf in all matters pertaining to publication. The corresponding author is responsible for informing the coauthors of the manuscript status throughout the submission, review, and production process.

ELECTRONIC FORMATS ALLOWED

We accept submission of text, tables, and figures as separate files or as a composite file. For your initial submission, we recommend you upload the entire manuscript, including tables and figures, as a single PDF file. If your manuscript is accepted, please provide us with individual files: an editable text and publication-quality figures.

Text files can be submitted in the following formats: MS Word - standard DOCUMENT (.DOC) or RICH TEXT FORMAT (.RTF) or OPEN DOCUMENT FORMAT (.ODT) or LaTeX; PDF (**not applicable for accepted manuscripts**, see below).

Tables should be submitted as MS Word or PDF (**not applicable for accepted manuscripts**, see below). Please note that Excel files are not acceptable formats.

Graphics files can be submitted in any of the following graphic formats: EPS; BMP; JPG; TIFF; GIF or PDF. Please note that Powerpoint files are not accepted.

Any articles that have been prepared in LaTeX will be accepted for review, but only in PDF format. When the manuscript is accepted for publication, text files of the revised manuscript and tables are required for use in the production. Authors are encouraged to use De Gruyter LaTeX template file.

Post-acceptance, text files of the revised manuscript and tables are required for use in the production of the manuscript. Authors should clearly indicate the location(s) of tables and figures in the text if these elements are given separately or at the end of the manuscript. If this information is not provided to the editorial office, we will assume that they should be left at the end of the text.

FIRST-TIME SUBMISSION OF MANUSCRIPTS

It is important that authors include a cover letter with their manuscript. Please explain why you consider your manuscript to be suitable for publication in Open Linguistics, why your paper will inspire the other members of your field, and how it will drive research forward. Please use the 'comments' section to this aim.

The cover letter should explicitly state that the manuscript (or one with substantially the same content, by any of the authors) has not been previously published in any language anywhere and that it is not under simultaneous consideration or in press by another journal. If related work has been submitted, then we may require a preprint to be made available. Reviewers will be asked to comment on any overlap between related submissions.

Manuscripts that have been previously rejected or withdrawn after being returned for modification may be resubmitted if the major reviewing comments have been addressed. The cover letter must state that the manuscript is a resubmission, and the former manuscript number should be provided.

To ensure fair and objective decision-making, authors must declare any associations that pose a conflict of interest in connection with evaluated manuscripts (see the Editorial Policy for details). Authors may suggest up to two referees not to use, and in such cases additional justification should be provided in the cover letter. Authors are encouraged to recommend up to five reviewers who are not members of their institution(s) and have never been associated with them or their laboratory(ies); please provide contact information for suggested reviewers. The Editors reserve the right to select expert reviewers at their discretion.

Reviews are single blind, that is the authors' names are revealed to the reviewers but not vice versa.

SUBMISSION OF REVISED ARTICLES

Resubmitted manuscripts should be accompanied by a letter outlining a point-by-point response to Journal Editor's and reviewers' comments, detailing the changes made to the manuscript. A copy of the original manuscript should be included for comparison if the Journal Editor requests one. If it is the first revision, authors need to return the revised manuscript within 60 days; if it is the second revision, authors need to return the revised manuscript within 30 days. Additional time for resubmission must be requested in advance. If the above mentioned deadlines are not met, the manuscript will be treated as a new submission.

For accepted manuscripts, please provide us with an editable text and publication-quality figures:

Tables also need to be included within an editable article file or be submitted separately as editable files.

Supply any figures as separate high-resolution, print-ready digital versions.

In addition to the editorial remarks, authors are asked to ensure that they have prepared the revised version according to the Journal's style. Please, list the references in the alphabetical order.

PREPARATION OF MANUSCRIPTS

It is essential that contributors prepare their manuscripts according to the instructions and specifications presented below.

General rules

The work must demonstrate its novelty, importance to the field, and its interest to scientific audiences in general. Conclusions must be justified by the study; please make your argumentation complete and be self-critical as you review your drafts.

The journal encourages the submission of both substantial full-length bodies of work and shorter manuscripts that report novel findings and might be based on a more limited range of data or experiments. There are no specific length restrictions for the overall manuscript or individual sections; however, we urge the authors to present and discuss their findings in a concise and accessible manner.

Use simple, declarative sentences and commonly understood terms; avoid long sentences and unnecessary words. Editors may make suggestions for how to improve clarity and readability, as well as ways to strengthen the argumentation.

Organization of the Manuscript

Articles should be organized into the following sections:

- Title page with title (and running title)
- Abstract (up to 200 words)
- Keywords
- Introduction
- Body of the work (including: methods, results, discussion if needed)

- Acknowledgments (if applicable, these can be included in the cover letter to facilitate double-blind review if necessary)
- Abbreviations
- References
- Figure Legends and Table Captions
- Tables
- Figures
- Supplemental data (if applicable)

Each of these elements is detailed below. We draw particular attention to the importance of carefully choosing the title, keywords and abstract, as these elements are indicators of the manuscript content in bibliographic databases and search engines.

Title

The title should be informative, specific to the project, yet concise (75 characters or fewer). Please bear in mind that a title that is comprehensible to a broad scientific audience and readers outside your field will attract a wider readership. Avoid specialist abbreviations and non-standard acronyms. Titles should not be capitalized. Please also provide a brief “running title” of no more than 50 characters.

Authors, Affiliations, Addresses

Please, provide the first names (or initials - if used), middle names (or initials - if used), and surnames for all authors, submitting the paper. Affiliations should include:

- Department
- University or organization
- City
- Postal code
- State/province (if applicable)
- Country

One of the authors should be designated as the corresponding author to whom inquiries regarding the paper should be directed. It is the corresponding author’s responsibility to ensure that the list of authors and is accurate and complete. Place an asterisk after the name of the corresponding author and provide us with a valid e-mail address. Please note that a change in authorship (order of listing, addition or deletion of a name, or corresponding author designation) after submission of the manuscript will be implemented only after receipt of signed statements of agreement from all parties involved. Footnotes can be used to present additional information (for example, permanent postal addresses).

Abstract

The abstract should not exceed 200 words. The abstract should give a summary of the content of the paper. Please do not include any citations or references to tables or figures, and avoid specialist abbreviations and symbols. Because the abstract will be published separately by abstracting services, it must be complete and understandable without reference to the text.

Keywords

List keywords for the work presented (maximum of 10), separated by commas. We suggest that keywords do not replicate those used in the title.

Introduction

The introduction should put the focus of the manuscript into a broader context and should supply sufficient background information to allow the reader to understand and evaluate the results without referring to previous publications on the topic. As you compose the introduction, think of readers who are not experts in this field. Include a brief review of the key literature - use only those references required to provide the most salient background rather than an exhaustive review of the topic. Relevant controversies or disagreements in the field should be mentioned so that a non-expert reader can delve into these issues further. The introduction should conclude with a brief statement of the

rationale for the study, the hypothesis that was addressed or the overall purpose of the experiments reported, and should provide a comment about whether that aim was achieved.

Methods

(If applicable).

This section should provide adequate information which allow the work to be replicated.

Describe new methods in detail. Studies presented should comply with our recommendations for distribution of materials and data (see below). In theoretical papers comprising computational analyses, technical details (methods, models applied or newly developed) should be provided to enable the readers to reproduce the calculations.

Results

This section should be clear and brief.

Discussion

Sometimes it is appropriate to combine Results and Discussion. This section should spell out the major conclusions of the work along with some explanation or speculation on the significance of these conclusions. The discussion should be concise and tightly argued.

Acknowledgments

This section should describe recognition of personal assistance: people who contributed to the work, but do not fit the criteria for authors should be listed along with their contributions. You must ensure that anyone named in the acknowledgments agrees to being so named.

Abbreviations

Please use standard abbreviations. Ensure consistency of abbreviations throughout the article. Non-standard abbreviations should not be used unless they appear at least three times in the text. List all abbreviations, acronyms and symbols in alphabetical order, along with their expanded form, at the end of the text. Define them as well upon first use in the text.

Author's Statements

This section should describe:

- any funding information, including the role of the study sponsor(s), if any, in study design, collection, analysis, and interpretation of data, writing the paper and decision to submit it for publication;
- authors contribution - if required;
- conflict of interest;
- Data Availability Statement (if applicable).

Please refer to [Author's Statement](https://www.degruyter.com/journal/key/OPL/html) document at <https://www.degruyter.com/journal/key/OPL/html>

References

Because all references will be linked electronically to the papers they cite, proper formatting of the references is crucial. A complete reference should give the reader enough information to find the relevant article. Please pay particular attention to spelling, capitalization and punctuation.

Please check the references systematically to ensure that every resource cited in the text is listed in the references as well.

Titles in languages other than English should be translated. This rule does not concern titles of newspapers (see examples below).

Published or accepted ('in press') manuscripts, books and book chapters, and theses should be included in the reference list. References to published meeting abstracts should be kept to a minimum.



For all references, list all authors; do not use “et al.” in reference entries.

Please use the following style for the reference list:

Books

Roberts, Ian. 2010. *Agreement and Head Movement: Clitics, Incorporation, and Defective Goals*. Cambridge, MA: MIT Press.

Allan, Keith, Julie Bradshaw, Geoffrey Finch, Kate Burridge, and Georgina Heydon 2010. *The English Language and Linguistics Companion*. London: Palgrave Macmillan.

Lahiri, Aditi., ed. 2000. *Analogy, Leveling, Markedness: Principles of Change in Phonology and Morphology* (Trends in Linguistics 127). Berlin: Mouton de Gruyter.

Aarts, Bas, Joanne Close, Geoffrey Leech, and Sean Wallis, eds. 2013. *The Verb Phrase in English Investigating Recent Language Change with Corpora*. Cambridge: Cambridge University Press.

In cases of books published electronically, please add the address and the date on which the URL was accessed, e.g.:

Bukta, Katalin 2014. *Rating EFL Written Performance*. Warsaw/ Berlin: Versita.
<http://www.degruyter.com/view/product/308191?rskey=0q4Flu&result=10> (15.01.2014).

Book chapters

Abbott, Barbara. 2010. “Conditionals in English and first order predicate logic.: In *Contrasting Meaning in Languages of the East and West*, edited by Dingfang Shu and Ken Turner, 579-606. Oxford: Peter Lang.

Gilmore, Perry, and Leisy Wyman 2013. “An ethnographic long look: Language and literacy over time and space in Alaska native communities.” In: *International Handbook of Research on Children’s Literacy, Learning and Culture* edited by Kathy Hall, Teresa Cremin, Barbara Comber, and Luis C. Moll, 121-138. Oxford: Wiley-Blackwell.

Heine, Bernd, Gunther Kaltenböck, Tania Kuteva, and Haiping Long. 2013. “An outline of discourse grammar.” In *Functional Approaches to Language* edited by Bischoff, Shannon, and Carmen Jany, 175-233. Berlin : Mouton de Gruyter.

Published papers

Foley, William. 2006. “Universal constraints and local conditions in Pidginization.” *Journal of Pidgin and Creole Languages* 21 (1). 1-44.

Zuckermann, Ghil’ad, Shiori Shakuto-Neoh, and Giovanni M. Quer. 2014. “Native Tongue: Compensation for the loss of Aboriginal languages.” *Australian Aboriginal Studies* 1. 55-71.

Long, Hai-Ping, Bernd Heine, Gui-Jun Ruan, and Meng-Yue Wu. 2018. “The grammaticalizational relation between two Modern Chinese wo xiang ‘I think’ constructions.” *Language Sciences* 41. 1-14.

Accepted papers and works

Vajda, Edward, and Heinrich Werner. In press. *Etymological Dictionary of the Yeniseic Languages*. Wiesbaden: Harrassowitz.

Vovin, Alexander, William McClure, eds. In press. *Studies in Japanese and Korean Historical and Theoretical Linguistics and Beyond. A Festschrift to Honor Prof. John B. Whitman on the Occasion of His 60th Birthday*. Folkestone & Leiden: Global Oriental/Brill.

Electronic journal articles

Klassen, Gabrielle, and John W. Schwieter. 2013. "The morphosyntactic interface of determiner phrases." *Open Journal of Modern Linguistics* 3. 360-366. doi: 10.4236/ojml.2013.34047.

Several works of one author or editor (with the same publication date):

Hawkins, John A. 1980a. "On implicational and distributional universals of word order." *Journal of Linguistics* 16.193-235.

Hawkins, John A. 1980b. "On surface definite articles in English: Proving underlying indefiniteness and explaining the conversion to definiteness." In *The Semantics of Determiners* edited by Johan van der Auwera, 41-66. Baltimore: University Park Press..

Several works of one author or editor (with different publication dates):

Turner, Mark. 1991. *Reading Minds: The Study of English in the Age of Cognitive Science*. Princeton, New Jersey: Princeton University Press.

Turner, Mark. 2007. "Conceptual." In *The Oxford Handbook of Cognitive Linguistics* edited by Dirk Geeraerts, and Hubert Cuyckens, 377-393. Oxford: Oxford University Press.

Theses

Yu, Alan Chi Lu. 2003. "The morphology and phonology of infixation." PhD thesis. Berkeley, CA: University of California, USA.

Conference proceedings

Gibbon, Dafydd, and Jolanta Bachan. 2008. "An automatic close copy speech synthesis tool for large-scale speech corpus evaluation." In *Proceedings of the Sixth International Language Resources and Evaluation (LREC'08), 28-30 May 2008, Marrakech, Morocco* edited by Khalid Choukri, 902-907. Paris: ELDA 2008.

Newspaper articles

Bredow, Rafaela von. "Brazil's Pirahã Tribe: Living without Numbers or Time." *Spiegel Online*, 3rd May 2006. <http://www.spiegel.de/international/spiegel/brazil-s-piraha-tribe-living-without-numbers-or-time-a-414291.html> (10.01.2014).

Dzierzanowski, Marek. "Horyzonty (The Horizon)." *Wprost*, 8th July 2007, 18.

Unpublished manuscripts

East, John. "The Duhig building: changing configurations of a library space at the University of Queensland." Unpublished manuscript, January 17 2018, typescript.

References to unpublished or submitted work, unpublished conference presentations, personal communications, patent applications and patents pending, computer software, databases, and websites should be referred to as such only in the body of the text. These should be kept to a minimum. The examples are as follows:

- (J. Smith, unpublished data, version date, format),
- (Title in inverted commas -- Unpublished manuscript, version date (in brackets) -- Format),
- (Originator of the communication, medium, date),
- (Sh. Kawahara, Modes of phonological judgment. Talk presented at University of Pennsylvania, Oct 14th, 2010).

References should be listed in alphabetical order by surnames of authors and editors.

Figures and Figure Legends

Authors may use photographs, schemes, diagrams, line graphs, and bar charts to illustrate their findings. Figures included with online submissions should be suitable for onscreen viewing and desktop printing. High resolution images should be provided on request or on manuscript acceptance. The figures and their lettering should be clear and easy to read, e.g., no labels should be too large or too small. Photomicrographs should include a scaled bar and indicate the size. We remind authors that it is not acceptable scientific conduct to modify any separate element within an image. Figures should be numbered consecutively using Arabic numerals and referred to in the text by number. Figure legends should follow the main text, each on a separate page. Each figure legend should have a concise title and should provide enough information so that the figure is understandable without frequent reference to the text. It should inform the reader of key aspects of the figure, but the figure should also be discussed in the text. The legend should be succinct, while still explaining all symbols and abbreviations. Avoid lengthy descriptions of methods.

Tables and Table Captions

Tables must include enough information to warrant table format and should be used only where information cannot be presented in the text. Tables should be typed as text, using either 'tabs' or a table editor for layout; please do not use graphics software to create tables. Tables occupying more than one printed page should be avoided, if possible; larger tables can be published as an appendix. Do not use picture elements, text boxes, tabs, or returns in tables. Tables should be numbered consecutively using Arabic numerals and referred to in the text by number. Table legends should follow the main text, each on a separate page. Each table should have an explanatory caption that is as concise as possible. The headings should be sufficiently clear so that the meaning of the data is understandable without reference to the text. Footnotes can be used to explain abbreviations but should not include detailed descriptions of the experiment. Citations should be indicated using the same style as outlined above.

Supplemental Material

We encourage authors to submit essential supplementary files that additionally support the authors' conclusions along with their manuscripts (the principal conclusions should be fully supported without referral to the supplemental material). Supplemental material will always remain associated with its article and is not subject to any modifications after publication. The decision to publish the material with the article, if it is accepted, will be made by the Editor. Supporting files of no more than 10MB may be submitted in a variety of formats, but should be publication-ready, as these files will be published exactly as supplied. Material must be restricted to large or complex data sets or results that cannot be readily displayed because of space or technical limitations. Material that has been published previously is not acceptable for posting as supplemental material.

Supporting files should fall into one of the following categories:

- Dataset
- Additional Figure or Table
- Multimedia - Audio/Video/Animations (AVI, MPEG, WAV, Quicktime, animated GIF or Flash)

If the software required for users to view/use the supplemental material is not embedded in the file, you are urged to use shareware or generally available/easily accessible programs. To prevent any misunderstandings, we request that authors submit a text file (instruction.txt) containing a brief instruction on how to use the files supplied. All supporting information should be referred to in the manuscript, with titles (and, if desired, legends) for all files listed under the heading 'Supporting Information'.

FORMATTING AND TYPESETTING

All pages must be numbered consecutively. The whole text (including legends, footnotes, and references) should be formatted double-spaced with no hyphenation and automatic word-wrap (no hard returns within paragraphs). Please type your text consistently, e.g. take care to distinguish between '1' (one), 'I' (capital I), and 'l' (lower-case L) and '0' (zero) and 'O' (capital O), etc. The font size should be no smaller than 12 points.

I.saw SELF me

‘I saw myself.’

(Gast and Siemund 2006: 355)

b) *lagahk Juan kayuhn-ni rolihdz-ni.*

SELF Juan is.building-3SG house-3SG.POSS

‘Juan himself is building his house.’

(Gast and Siemund 2006: 355)

c) *Juan ensilaani kayuhn-ni rolihdz-ni.*

Juan SELF.AO is.building-3SG house-3SG.POSS

‘Juan is building his house himself.’

(Gast and Siemund 2006: 355) 4

(3) *I sent the artifacts to an anthropologist.*

References to examples in the text should take the form “see (2a) and (2b)” with both number and letter in brackets.

Italicize:

- All Latin names, including species names and common structures such as: *in vivo*; *in vitro*; *ex vivo*; *in silico*; etc.; *de novo*; *a priori*; *ab initio*; *vice versa*; *in situ*; *ad hoc*; *sensu stricto*; *i.e.*; *ca.* /*circa*; *n.b.* /*nota bene*.
- Words, phrases, and sentences treated as linguistic examples.
- Foreign-language expressions.
- Titles of books, journals and published works.

Decimal multiples or submultiples of units are indicated by the use of prefixes. There should be a single space between most units and the corresponding number; the only exceptions are: 1%, 1‰, 1°C, 1°, 1', 1".

DISTRIBUTION OF MATERIALS AND DATA

The publication of an article in the journal is subject to the understanding that authors will make all data and associated protocols available to readers on request. The Methods section should include details of how materials and information may be obtained. In cases of dispute, authors may be required to make any primary data available to the Editor.

OUTLINE OF THE PRODUCTION PROCESS

Once an article has been accepted for publication, the manuscript files are transferred into our production system to be edited and formatted. Language and technical editors reserve the privilege of

editing manuscripts to conform to the stylistic conventions of the journal. Once the article has been typeset, PDF proofs are generated so that authors can approve all editing and layout.

Electronic Proofs

Proofreading should be carried out once a final draft has been produced. Since the proofreading stage is the last opportunity to correct the article to be published, the authors are requested to make every effort to check for errors in their proofs before the paper is posted online. Please note that only essential changes can be made at this stage and extensive corrections, additions, or deletions will not be allowed. Limit changes to correction of spelling errors, incorrect data, grammatical errors, and updated information for references to articles that have been submitted or are in press. If URLs have been provided in the article, recheck the sites to ensure that the addresses are still accurate and the material that you expect the reader to find is indeed there. Important new information that has become available between acceptance of the manuscript and receipt of the proofs may be inserted into the proof with the permission of the editor.

Additionally, authors may be asked to address remarks and queries from the language and/or technical editors. Queries are written only to request necessary information or clarification of an unclear passage or to draw attention to edits that may have altered the sense. Please note that language/technical editors do not query at every instance where a change has been made. It is the author's responsibility to read the entire text, tables, and figure legends, not just items queried. Major alterations made will always be submitted to the authors for approval.

Manuscripts submitted under multiple authorship are published on the assumption that the final version of the manuscript has been seen and approved by all authors. The Corresponding author will receive an e-mail notification when a downloadable PDF file is available and should return comments on the proofs within a maximum of 14 days of receipt. Comments should be e-mailed to the Editor. Please note that comments should not be faxed, posted or sent by a courier service to the Editorial Office.