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

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/olpli/](http://www.editorialmanager.com/olpli/). In case of problems, please contact the Editorial Office at Katarzyna.Grzegorek@degruyteropen.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 sources of funding that have supported the work. Please also describe the role of the study sponsor(s), if any, in study design; collection, analysis, and interpretation of data; writing of the paper; and decision to submit it for publication. Recognition of personal assistance should be given as a separate paragraph: 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.

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, try to adhere as closely as possible to the De Gruyter Mouton journal style sheet.

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


Aarts, Bas, Joanne Close, Geoffrey Leech, 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.:


**Book chapters**


**Published papers**


**Accepted papers and works**


**Electronic journal articles**

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


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


**Theses**
Conference proceedings

Newspaper articles


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),
- (J. Smith & P. Brown, submitted for publication),
- (J. Smith, personal communication),
- (Sh. Kawahara, Modes of phonological judgment. Talk presented at University of Pensylvannia, 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), ‘1’ (capital l), and
‘1’ (lower-case l) and ‘0’ (zero) and ‘O’ (capital O), etc. The font size should be no smaller than 12 points.

Footnotes and endnotes should be avoided. Allowable footnotes/endnotes may include: the designation of
the corresponding author of the paper, the current address of an author (if different from that shown in the
affiliation), abbreviations and acronyms.

Do not create symbols as graphics or use special fonts that are external to your word processing program; use
the “Insert symbol” function. Indicate paragraph lead-ins in bold type.

Citations and quotations:

In the text, citations should be indicated by the name of author/editor and the date in parentheses, like in
following examples:

- One author: (Roberts 2010).
- Two authors: (Zuckermann & Xu 2013).
- Three and more authors: (Heine et al. 2013).
- Several works by one author/ editor: (Turner 1991, Turner 2007).
- Works by different authors: (Hawkins 1980b, Foley 2006).
- Page number: (Roberts 2010: 50) or number range: (Roberts 2010, 114-126).

Quotations:

- Short quotations should appear in the running text and be enclosed in double quotation marks.
- Longer quotations should appear in a separate block without quotation marks.
- Quotations in languages other than English should be followed by translations (in square brackets).
- The citation to the source should be placed at the end of quotation (as in the examples above). The
  page number(s) is (are) necessary.

Linguistics examples:
(quoted from Style sheet for Mouton journals)

Linguistic examples with interlinear glossing should follow the “Leipzig glossing rules”
and should be presented as shown below. Use tabs (not the space bar) to align the glosses. Examples in English should be set in italics, see (3):

(1) \textit{qwèl-em} \textit{te} \textit{Strang} \textit{te} \textit{sth'òqwi}.

\begin{tabular}{l}
\text{barbecue-INTR} \\
\text{DET Strang} \\
\text{DET fish}
\end{tabular}

‘Strang barbecues the fish.’

((Wiltschko 2006: 202)

(2)

a) \textit{bawiä} \textit{lagahk} \textit{loä}.

\begin{tabular}{l}
\text{I.saw} \\
\text{SELF} \\
\text{me}
\end{tabular}

‘I saw myself.’

((Gast and Siemund 2006: 355)

b) \textit{lagahk} \textit{Juan kayuhn-ni} \textit{rolihdz-ni}.

\begin{tabular}{l}
\text{SELF} \\
\text{Juan is.building-3SG} \\
\text{house-3SG.POSS}
\end{tabular}

‘Juan himself is building his house.’

((Gast and Siemund 2006: 355)

c) \textit{Juan ensilaani} \textit{kayuhn-ni} \textit{rolihdz-ni}.

\begin{tabular}{l}
\text{Juan SELF.AO} \\
\text{is.building-3SG} \\
\text{house-3SG.POSS}
\end{tabular}

‘Juan is building his house himself.’

((Gast and Siemund 2006: 355)

(3) \textit{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: \textit{in vivo}; \textit{in vitro}; \textit{ex vivo}; \textit{in silico}; etc.; \textit{de novo}; \textit{a priori}; \textit{ab initio}; \textit{vice versa}; \textit{in situ}; \textit{ad hoc}; \textit{sensu stricto}; \textit{i.e.}; \textit{ca.} \textit{circa}; \textit{n.b.} \textit{/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.

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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.

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