

Proceedings of the Workshop on American Indigenous Languages

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Abstract

This document serves as a guide for your paper to the style of the Proceedings of the Workshop on American Indigenous Languages (WAIL). It is based substantially off of the style sheet used by *Language* – though there are key differences. Minor inconsistencies will be rectified by the editor(s) of the Proceedings of WAIL. Larger inconsistencies or a large number of inconsistencies will be sent back to the author for correction. As these are workshop conference proceedings, editing will be focused on adherence to the style guide, grammar, spelling, and punctuation. Content edits are kept to a minimum.*

Keywords: style guide; WAIL; indigenous languages; editing; grammar

1 File formatting

Initial manuscripts should be submitted as .doc/.docx/.rtf/.odt file formats whenever possible. If you have trees or other materials that are difficult to format in these mediums, please contact wailconference.ucsb@gmail.com to determine the best way to move forward with formatting. In all cases, please also submit a .pdf file along with your manuscript so that we can see how you are trying to have your paper set up.

* Please include the following acknowledgement in your paper, as presented here: “We would like to acknowledge the Chumash people, the original inhabitants and stewards of the land which UCSB now stands. Their lands remain unceded, stolen, and occupied to this day. We would also like to acknowledge all of the contributors to WAIL who make this possible; the WAIL organizers and editors, Chun-Jan Young, Noemy Condori Arias, Huy Phan, & Cormac League; and the WAIL faculty advisors: Professors Marianne Mithun, Eric W. Campbell, Matthew Gordon, Lina Hou, & Jaime Pérez González.” Also feel free to add any other acknowledgement you see fit to include.

2 Basic formatting

- ❖ Set paper size to Letter, 8½ x 11.
- ❖ Set line spacing to 1.15 throughout the document.
- ❖ Use extra space between sections.
- ❖ Use 12 point font throughout the document (including title, headings, and notes), in a Merriweather typeface (medium weight, unless bolded) except where otherwise indicated below.
- ❖ Set margins of 1 inch (2.54 cm.) on all four sides of the paper.
- ❖ Left-align headings
- ❖ Justify text (exceptions below)
- ❖ All paragraphs, except the first paragraph of a section, should be indented 0.50 inches
- ❖ Do not use line-end hyphens.
- ❖ Use a single space after all punctuation, not two spaces.
- ❖ Number all pages of the entire manuscript serially in the upper right corner, starting at 1 on the first page with the title and abstract. While this is the first page, it should not include the page number.
- ❖ No header on the first page of submission
- ❖ The header of even-numbered pages should be the title of the paper. For instance 'An Examination of the Style-Guide of WAIL' with a horizontal line underneath.
- ❖ The header of odd-numbered pages should be: 'Proceedings of the 27th Workshop on American Indigenous Languages' with a horizontal line underneath.
- ❖ Footnotes should be used – not endnotes. Footnotes should be justified and in 10pt font.

3 First page

- ❖ The first page should have the title and subtitle of the article with 24pt font, bolded, and center-aligned.
- ❖ A line should be placed between the title and the authors names, which should be in 14pt font and center-aligned.
- ❖ Authors should have superscript alphanumeric letters following them to indicate affiliation, with one affiliation per letter.
- ❖ A line should be placed between the authors names and their affiliations, which should be in 14pt font and center-aligned

- ❖ A line should be placed between the affiliations and the word ‘Abstract’, bolded, in 12pt font and center-aligned.
- ❖ A line should be placed between the ‘Abstract’ label and the text of the abstract. The abstract should be approximately 100–250 words, justified, with margins 1 inch further than the main body of the article. 11pt font should be used.
- ❖ At the end of the abstract, on a new line should be ‘Keywords: X; Y; Z’, with keywords separated by semicolons and the word ‘Keywords’ bolded. 5–7 keywords should be included.
- ❖ If acknowledgements are necessary, they should be marked by an asterisk at the end of the abstract, with the corresponding acknowledgements in a special, first page footer.

4 Tables and figures

- ❖ Tables and figures should be numbered sequentially, with the following form
‘Table 1: An example table’ ; ‘Table 2: Another example table’; etc.
‘Figure 1: An example figure’; ‘Figure 2: Another example figure’; etc.
- ❖ Table and figure labels should be placed immediately after their corresponding table or figure in center-aligned, sentence-capitalization text.
- ❖ Tables and figures should not be split between two pages, whenever possible. If you do not believe that it is possible, please reach out to the editor(s).

5 Typeface and special fonts

- ❖ Use italics for all cited linguistic forms and examples in the text. Do not use italics for emphasis, or to mark common loanwords or technical terms.
- ❖ Use SMALL CAPITALS to mark a technical term when it is first used or defined.
- ❖ Please do not capitalize names of laws, theories, or hypotheses; the first appearance may be given in small capitals to indicate the use as a technical term.
- ❖ **Boldface** can be used for emphasis in text and in examples. In an example or quote, note if you have added the boldface.
- ❖ If special fonts are required, whenever possible please use Unicode-based fonts. For phonetic fonts, Doulos SIL or Doulos SIL Compact (available

from sil.org) are recommended. Please include any non-standard fonts included.

- ❖ If you are having any issues with getting a particular symbol to show up, please leave a note indicating this and provide reference photos/sources for the symbol in question so that we can work to resolve the issue.

6 Punctuation

- ❖ Single quotes should be used for quoting. Double quotes for quotes within a quote.
- ❖ Linguistic examples should not be in quotations.
- ❖ Indent long quotations into block quotes. These should not have quotation marks.
- ❖ Only hyphenate prefixed words if the hyphen is necessary to avoid confusion. Hyphens are acceptable for prefixes to a capitalized word (e.g. Proto-Coosan; non-Cariban; etc.).
- ❖ Ellipsis is marked by three periods with no spaces between them and one space following, like... this.
- ❖ A comma should be used after 3 coordinated elements, such as: A, B, and C (a.k.a. the Oxford comma). No commas should be used after abbreviations such as e.g. and i.e.

7 Linguistic examples

- ❖ Examples should be sequential in nature, starting with (1).
- ❖ Example numbers should be given in parentheses (1), with sub-examples given as letters (e.g. a.)
- ❖ A line should be placed before and after examples.
- ❖ Examples should be indented. A single tab should be placed between the number and the sub-example lettering and another tab between the sub-example lettering and the examples themselves.
- ❖ Words should be aligned via tabbing.

(1) Este es un ejemplo.
 This is an example
 ‘This is an example’

- ❖ The language of the example should be clearly listed, either in the prose, or in the example itself. If multiple languages are used in an example, each must be clearly marked.
- ❖ Grammatical terms should be listed in small caps.

- (2) a. Kuikuro *kwati*
 kwa-ti
 liquid-ALL
 ‘Into liquid’ (Santos 2007: 282)
- b. Ikpéng *gwatfi*
 gwa-tfi
 liquid-ALL
 ‘(to) in (liquid)’ (Pacheco 1997: 72)

- ❖ When in doubt, linguistic examples should follow the [Leipzig Glossing Rules](#).
- ❖ If using an orthography, IPA values should be given for each grapheme that is different from the IPA.
- ❖ Examples in notes should be numbered (i), (ii), (iii), etc. and so referenced in the text.

8 Section headings

- ❖ Section headings should be numbered sequentially, with a single space between the number and the heading.
- ❖ Section headings should be in **Boldface** with 14pt font and sentence-capitalization.
- ❖ A space should be placed before a new section heading.
- ❖ You should never have a section heading followed immediately by a subsection heading

8.1 Subsection headings

- ❖ Subsection headings should be treated the same as section headings.
- ❖ Ideally there should not be more than two levels of subsection (i.e. 1.1, 1.1.1, but not 1.1.1.1).

8.2 Requirements for a subsection

- ❖ If you include a subsection then you must include at minimum two subsections.
- ❖ The same is true for bulleted lists.

9 Citations in text

Citations within a text should be given in parentheses, with the author(s) surname, year of publication, and a page number if relevant: (Santos 2007: 282).

If you are referencing the entire work, you may do so either in or outside of parentheses. For instance: examples of these mental state postpositions are found in Miera 2004. If there are two authors, use the ampersand (&) between author names. If there are more than 2 authors, the name of the first author should be used and et al.: Heine et al. 1991.

If the citation is of the author, then the author's name should be used, with the year and page number of the referenced text in question included. For example: Cáceres Arandia (2021: 203) and Miera (2006) both provide detailed, stimulus-driven research into this subject. When citing two or more authors 'and' and not ampersand should be used. In place of 'et al.' should be some other form, such as 'colleagues'.

10 Abbreviations

At the end of your manuscript, before the full bibliography, you should provide a list of abbreviations used in the text, with the abbreviations in SMALL CAPS and definitions in quotes. Abbreviations should be separated with commas after the definitions. These should be provided in alphabetical order by abbreviation. They should not be provided in a tabular format.

11 References

At the end of your manuscript should be a full bibliography with the heading 'References'. They should conform with the [Unified Style Sheet for Linguistics](#). Each reference should have a hanging indent of 0.5 inches, so that the first line of each reference is not indented but any following lines are indented. There should be no empty lines between each reference.

Cáceres Arandia, Natalia. 2021. Asymmetries in path expression in Ye'kwana. *Studies in Language* 45(1). 203-234.

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<https://doi.org/10.1017/CBO9780511486753>
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