Papers shouldn’t exceed 20 pages, i.e. 50.000 characters. An abstract of +/- 10 lines (150 words) should be included.
Reviews shouldn’t exceed 3 pages, i.e. 10.500 characters.
Make sure to limit the amount of notes in your contribution.

Only contributions written in a Romance or the English language will be considered. If you are not a native speaker of the language in which you have written your contribution, it is advised to have your text checked by a native speaker.

For the benefit of production efficiency, the publisher and the editor ask you to follow the following submission guidelines strictly. Papers that do not follow these guidelines will be returned to the author.

**Font size**: The suggested font setting for manuscripts is 12 pts.

**Title and author(s):**

Paper **TITLE**: bold, lower case;

For the sick of a proper reviewing process, do not add authors’ names and affiliations in the first version of your paper. We will ask you to add the information once your paper is accepted for publication.

**Chapter numbering:**

Arab numbers, left-justified:
1.
1.1.
1.1.1. (if possible, do not go beyond 3 levels)
Headings:

Lower case, bold for level 1 headings, roman non bold for level 2 headings, italics for level 3 headings. Minuscules en gras pour les titres principaux, romain non gras pour les sous-paragraphes, italiques pour les paragraphes de 3ème niveaux.

Example of page 1:

**Paper title**

First name Surname1 and First name Surname2

*Author1 affiliation / Author2 affiliation*

**Introduction**

xxxxxxxx xxxxxxxxxxxxxx xxxxxxxxxx xxxxxxxx xxxxxxxxxxxxx xxxx xxxxxxxxxx

xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

1. Level 1 heading in bold

1.1. Level 2 heading in roman

First line of first paragraph not indented. xxxxxxxxxx xxxxxxxxxx xxxx xxxx xxxxxxxxxx

xxxxxxxxxxx xxxxxxxxxxxxxxxxxxxxxxx xxxxxxxxxx xxxxxxxxxx xxxx xxxxxxxxxx

First line of following paragraphs: indented to the right, one tab. xxxxxxxxxx xxxxxxxxxx xxxxxxxxxx xxxxxxxxxxxxxxxxxxxxxxxx

1.1.1. Level 3 title in italics

No space left between the heading and the text. xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

xxxxxxxxxx xxx xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx.
Font types:

- Use *Italics* for examples (either detached or included in the text), book titles (e.g.: J.. Dupont, *L'Art de la mise en pages*), symbols (*V, SN, Adj*, etc.).
- **Bold:** should be used only exceptionally, to underline a particularly important term.

Examples:

Examples are separated from the text with a double interspace (before and after) and indented to the right with one tab. Example numbers should be put in parentheses. In case more than one examples have the same number, the number should be followed by a., b., c. as follows:

(1) a. xxxxxxx xxxxxxxxxxxxxxx xxxxxxxxx
   b. xxxx xxxxxxxxxxxxxxxxxxxxxxx xxxxxxxxx
   c. xxxxxxxx xxx xxxxxxxx

In the text, reference to the examples should be made in this way: (1a), (1a-c)...
No fullstop at the end of the examples.
Translation of foreign examples should be put under the example, in parentheses, in roman:

> Ugo approva que Ena parte
> (Ugo approuve que Ena parte)

The translation may be preceded by a descriptive literal translation, in roman, without parentheses:

> Ina-ka whisky-e kangha-ta
> Ina-nmtf whisky-Pc résistant-St
> (Ina est résistante au whisky)

Footnotes:

Footnotes are indicated by a number in superscript, font size 10 pt, without parentheses. They should be kept to a minimum.

Bibliographical references:

It is essential that the references are formatted to the specifications given in these guidelines, as these cannot be formatted automatically.

References in the text:

References in the text should be as precise as possible, in lower case, giving page references where necessary; for example (Dupont, 1994, p. 211) or: as in Dupont et al. (1994, p. 211). All references in the text should appear in the references section.
References section:

References should be listed alphabetically, and then chronologically when an additional criterion is required. The section should include all (and only) references that are actually mentioned in the text.
Surnames should be in lower case.Abbreviate first names (initials with a full stop, and a space if there are multiple first names).
Dates following the author's name should be in parentheses. They should be followed by a colon.
Paper titles (in roman) should not be in inverted commas.
Book or journal titles should be in italics.
Books (but not journals) in which there is an article should be introduced by "In".
City and publisher should be in the order City: Publisher (with a colon between them).

Bibliographical reference example:

References

Book:

Article (in book):

Article (in journal):

Figures:

Tables and figures should be numbered consecutively per article, and be provided with concise captions (max. 240 characters).
All figures and tables should be referenced in the text, e.g. (see Figure 5). References should not be limited to relative indicators such as “as in the table below”, or “in this table: ...”. If the table or figure is not enclosed in the text file, indicate the preferred position of the table or figure in the text by inserting a line “@@ Insert (file name) here” at the appropriate position. The typesetters will place the table/figure at the optimal location given the lay-out of the relevant page, taking into account heading and notes etc. Tables/figures may thus be placed at either the top or bottom of the page on which it is mentioned, or on the following (facing) page.
All tables, plates, and figures eventually have to fit the following text area, either portrait or landscape: 12 cm x 20 cm at a minimum resolution of 300 dpi.

Abstracts:

Papers should be accompanied with a abstract, written in English. It should appear at the end of the paper.
The abstract should be:

- **Accurate**: Ensure that the abstract objectively reflects the purpose and content of your paper.
- **Self-contained**: Define abbreviations and unique terms, spell out names, and give reference to the context in which your paper should be viewed (i.e., it builds on your previous work, or responds to another publication).
- **Concise and specific**: Abstracts should not exceed 120 words. Be maximally informative, use the active voice, and include the 4 or 5 most important key words, findings, or implications.

**Keywords:**

Papers should be accompanied with a list of 4 to 6 keywords, written in English. Please avoid to list too general terms (like linguistics, literature, etc...).

**Author(s) address:**

Author(s) address should be put at the end of the paper (following the abstract in English, keywords, and annexes, if any). Example:

**Author address:**

Please do not fill in your contact details before your paper has been reviewed and accepted for publication.

**Proofreading:**

Authors will receive a PDF proof of their contribution. Therefore, please indicate the email address where you wish to receive these proofs (and, later on, the offprints).

___________________________________________________________________________

Thank you for your cooperation.