



**QUADERNI DI LINGUISTICA E STUDI ORIENTALI.  
WORKING PAPERS IN LINGUISTICS AND ORIENTAL STUDIES**

**Style Sheet for Authors**

The Style Sheet guidelines are intended to help authors with formatting and other editing tasks prior to submission.

By following these general rules of thumb, each work will be published more rapidly.

Questions may be directed to the Journal Manager at <[arianna.antonielli@unifi.it](mailto:arianna.antonielli@unifi.it)>.

**Submissions**

- Authors are invited to submit their articles via email in an attached file.
- The final version of any article should be in .doc or .rtf format.
- Recommended length for articles: max. 12,000 words including notes and bibliography.
- Each submission should include:
  - a) Title of the contribution
  - b) Author's name and surname
  - c) Institutional affiliation
  - d) Email address
  - e) A short (50-word max.) biographical statement (Times New Roman 10; 50 words)
  - a) A short abstract (Times New Roman 10) detailing the crux of the research (100-200 words), a list of four-five keywords, a short title to be used as head of the page (if the title is longer than 20 characters).

e.g.:

*Abstract:*

The article discusses some of the most important theories about authorship and the author's intentions developed during the last century. It argues that initially Husserl, Croce and the New Criticism firmly divided private intentions on the one side and verbal meanings (constituting an ideal subject) on the other. Then, it introduces Derrida and Barthes who suggested a radical change in perspective by confuting the existence of an ideal conscious subject, of ideal meanings and of private intentions. Subsequently, Booth and Foucault looked for a surrogate of the author and found it in a discursive instance showing the reader a path to the author's intentions. Lastly, Anscombe and Eco formulated a new concept of public and open intention completely redefining the whole issue. This article, in conclusion, suggests that, in spite of all statements about the 'death of the author', it is precisely thanks to the twentieth-century debate that the author was born.

*Keywords:* Authorship, Intention, Interpretation, Theory, Twentieth Century

*Short Title:* Theories of Authorship



## Style

– Article title: Times New Roman 18 point, normal, centred.

Blank line

– Authors' Names: Times New Roman 14 point, normal, centred.

Blank line

– Name of affiliation and, in parenthesis (e-mail address): Times New Roman 10 point, normal, centred.

– Headings: Times New Roman 11 point, italics, left justification. Headings must be preceded by an Arabic number in roman type, in progressive order.

e.g.:

1. *Introduction*

– One blank line is required before and after Level 1 and 2 headings.

– Body Text: Times New Roman 11 point, normal, fully justified. The first line of each paragraph, should be in indented 1 cm. No gap between paragraphs. The text should not be hyphenated.

– Line spacing: Single space.

– Word Spacing: Single space between words and sentences. A single space after the punctuation marks, but no white space before the punctuation marks, except for dashes and brackets. Do not use white spaces within brackets or quotation marks, e.g.:

Yes No Yes No  
(text) (text) 'text' 'text'

– Do not use tabs and spaces to align the text (except for examples and glosses). Use the word processing program's indent features.

– Do not embed hyperlinks (links to websites) in the text. Hyperlinks and links can be referred to in the notes and in the Works Cited.

– Do not indent first line of article and of sections and lines following block quotes.

## Figures, Tables, and Graphs

– Images must be 300 to 600 dpi (this is a resolution setting) at 100% of its physical size. Permission should be sought from the rights holder to reproduce any substantial part of a copyrighted work. This includes any text, illustrations, charts, tables, photographs, or other material.

– Figures should be saved in .tif, .eps, .jpg or .pdf.

– Tables in Word or Excel format.

– Graphs in .eps or Excel format.

– Use the Times New Roman font for any words, letters, or numbers in your figures.

– High quality images should be saved as separate files in an attached file submitted with the final version of your article. File names should read as follows:

e.g. Figure1\_AuthorLastName.jpg

e.g. Table3\_AuthorLastName.xls

– All figures and tables should be numbered consecutively and provided with concise captions in Times New Roman, 10 point, normal, centered. Captions should read as follows:

Table 1. Title

Figure 1. Title

– There is no period at the end of the table or figure title.



### Examples and glosses:

– Examples should be numbered with Arabic numerals (1, 2, 3, etc.) in parentheses. They should not be indented. Every next level in the example (a), (b) gets one indent. If the glosses should be aligned in the final product, please also align them, with spaces or tabs, in the text submitted for production.

- (3)    a.        Ed en Floor gaan samen-wonen  
                  Ed and Floor go together-live.INF  
                  ‘Ed and Floor are going to live together’  
      b.        Maarten en Stefanie zijn uit elkaar  
                  Maarten and Stefanie be out RECP  
                  ‘Maarten and Stefanie have split up’

– Glosses: For cited forms in text use italics. For translations of cited forms in the text use single quotes. E.g., *voorbeeld* ‘example’. For detailed conventions for interlinear word by word and morpheme-by-morpheme glosses, please refer to [www.eva.mpg.de/lingua/resources/glossing-rules.php](http://www.eva.mpg.de/lingua/resources/glossing-rules.php).

### Short Quotations:

- To indicate short quotations in your text, enclose the quotation within double quotation marks. Provide the author, year, and specific page citation in the text, and include a complete reference in the reference list.
- Punctuation marks such as periods, commas, and semicolons should appear after the parenthetical citation.
- Question marks and exclamation points should appear within the quotation marks if they are a part of the quotation but after the parenthetical citation if they are a part of your text.

### Long Quotations:

– Longer quotations (more than 50 words) are without quotation marks, Times New Roman 10 point, normal, fully justified. Block quotes should be preceded and followed by one blank line (Times New Roman 11).

e.g.:

I delighted in every age where poets and artists confined themselves gladly to some inherited subject-matter known to the whole people, for I thought that in man and race alike there is something called “Unity of Being,” using that term as Dante used it when he compared beauty in the *Convito* to a perfectly proportioned human body.

### References in the text:

- These should be as precise as possible, giving page references where necessary.
- References should be placed within parentheses containing the author’s surname followed by the date of publication with no comma between them, and the page(s) from which the quotation is taken, with a colon and a space between the year of publication and the page number(s).
- Type the parenthetical reference on the right-end margin of a new line, when giving the source for example sentences, e.g.:



(20) a. Elli fece uno concilio di cxiiij vescovi . . .

He made a council of 113 bishops

(*Cronica fiorentina del XIII secolo*, Schiaffini 1954: 86, 24)

– If consecutive parenthetical references for the same source follow one right after the other, use the Latin *Ibidem* followed by a comma and the page number. If it refers to the same source and page number, no page number is necessary.

– If the text includes the author's name or the date of publication, that information must not be repeated in the parentheses. When several authors are cited in parenthetical documentation, references should be arranged chronologically and separated by a semicolon: e.g. (McLoone 2000; Pettitt 2000; Barton and Harvey 2004).

– Omissions within quoted text are indicated by three consecutive periods preceded and followed by single spaces in square brackets.

e.g. In *The Trembling of the Veil* (1922-1923), Yeats claimed: “I delighted in every age where poets and artists confined themselves gladly to some inherited subject-matter [...]”

– If you need to insert something within a quotation, use square brackets to enclose the addition.

e.g. if I were not four-and-fifty, with no settled habit but the writing of verse, rheumatic, indolent, discouraged, and about to move to the Far East, I would begin another epoch by recommending to the Nation [Ireland] a new doctrine, that of unity of being.

– Use double inverted commas for quotations and single inverted commas for a quotation within a quotation:

e.g. “There is some evidence, certainly, that the role of humanitarian reformer that Clym was called upon to play was not an altogether natural extension of his personality. ‘The humblest walk of life would satisfy him,’ Hardy was to report.”

– When referencing verse, plays and poems, use a slash with a space on each side to show where a new line begins. Verse quotations longer than three lines should be left without quotation marks and written in subsequent lines (Times New Roman, 10 point, normal).

e.g.:

There, through bewildered branches, go  
Winged Loves borne on in gentle strife  
Tossing and tossing to and fro  
The flaming circle of our life.

#### Footnotes

– Notes should be kept to a minimum.

– They are indicated in-text by superscript arabic numbers after the punctuation of the phrase or clause to which the note refers. When a long dash appears in the text, the footnote number appears *before* the dash.



- Create footnotes using MS Word's automatic notes' numbering.
- Notes should be Times New Roman, 9 point, normal, fully justified. First lines should not be indented.

### **Text Types**

- Use italics:
  - a) For cited forms in the text.
  - c) Titles of books.
- Use single inverted commas for:
  - a) Translations.
- Write foreign words of common usage in English, in roman type, as well as names of associations, institutions etc. with no English equivalent.  
e.g. École Pratique des Hautes Études.
- Do not use underlining or bold within the text, unless they appear in a quoted passage.
- Capitalization and upper case are to be used only if necessary.

### **Page Numbering**

- Numbers are to be inserted at the bottom of the page, on the right.

### **Sections**

- Number sections as follows:  
e.g. 1., 2., ...;  
e.g. 1.1, 1.2, ...;  
e.g. 1.1.1, 1.1.2, ... ;

### **Formulae**

- Use same format as text (character, body, spacing).
- Do not change spacing when writing formulae. Write complex formulae on alternate lines.

### **References section**

- A list of all the works cited must be provided at the end of the articles.
- References should be arranged first alphabetically and then chronologically, in Times New Roman 11 point, fully justified. When references exceed one line, the line(s) following the first should be left indented 1 cm.
- Each entry in the bibliography should observe the following format:

#### **Book:**

Görlach, Manfred. 2003. *English Words Abroad*. Amsterdam: John Benjamins.  
Spear, Norman E., and Ralph R. Miller (eds). 1981. *Information Processing in Animals: Memory Mechanisms*. Hillsdale, NJ: Lawrence Erlbaum.

#### **Article (in book):**

Adams, Clare A., and Anthony Dickinson. 1981. "Actions and Habits: Variation in



Associative Representation during Instrumental Learning.” In *Information Processing in Animals: Memory Mechanisms*, ed. by Norman E. Spear, and Ralph R. Miller, 143-186. Hillsdale, NJ: Lawrence Erlbaum.

**Article (in journal):**

Claes, Jeroen, and Luis A. Ortiz López. 2011. “Restricciones pragmáticas y sociales en la expresión de futuridad en el español de Puerto Rico [Pragmatic and social restrictions in the expression of the future in Puerto Rican Spanish].” *Spanish in Context* 8: 50-72.

Rayson, Paul, Geoffrey N. Leech, and Mary Hodges. 1997. “Social Differentiation in the Use of English Vocabulary: Some Analyses of the Conversational Component of the British National Corpus.” *International Journal of Corpus Linguistics* 2 (1): 120-132.

– In the case of more than one title by the same author, items should be ordered chronologically.

– When an author has published more than one work in the same year, small letters (a, b, c) must follow the date of publication.

**Sources section**

– A Sources section is required if a current edition of a classical work is cited in the text. Otherwise, reference list entries are not required when you cite ancient Greek and Roman works or classical religious works. These works are so widely known and available that all that is required is an in-text citation.

E.g.

The Qur’an specifies some dietary restrictions, such as forbidding Muslims to eat pork (Qur’an 5:3).

The Bible enumerates these virtues: “And now these three remain: faith, hope and love. But the greatest of these is love” (1 Cor. 13:1 New International Version).

**Please note that:**

– In the works cited list, surnames should not be written in block capitals.

– Material found on the Internet: if an article has been viewed or downloaded from an online journal, the title of the journal is written in italics, followed by its URL (no underlining or blue), and the date of access (month/year).

**Spelling**

– Use either UK English or US English, being consistent throughout.

**Author Agreement**

– Every author is required to sign a standard author agreement form stating that s/he either owns the copyright for all text, images, tables and media included in the article or has secured copyright permission. If an article has more than one author, each author must complete an author agreement form and return it to us.