

FASL Submission Instructions

Dear FASL Presenter:

In submitting your contribution for FASL proceedings, feel free to use the template that is enclosed. That is, you can use this file by writing into it, creating new sections, and extending them as need be.

If you decide to use the template merely as a point of orientation please proceed as follows:

- Select US letter page format, setting the margins as follows:
- left and right=2 inches, top=2 inches, bottom= 2.25 inches
- Body text font size= 11 pts, footnotes 9 points, title=13 points bold-faced.
- Furthermore, set tabs at the 1/8 inch distance for the entire document; this will help you when aligning the first and second line in numbered (block) examples.

Please use the “keep lines together” function with numbered examples and section titles to avoid a potential split over two pages. The example line and the gloss/translation lines should form a block that is not split over two pages.

Headers will be inserted during the editorial process by the publisher.

In preparing the contribution, please note that the following may not travel well, hence causing problems in editing:

- home-made fonts (including phonetic symbols),
- home-made auxiliary programs such as automatic numeration of examples
- unusual tables and graphs

Furthermore, color graphs will not be printed in color. What appears distinctive in them because of diverse colors, may then end up just as variations on the “color” grey.

Please pay attention to bibliographies—we have no unified format but standard information should be included (author’s full name, year and place of publication, pagination; “unpublished manuscript” is fine, too). Note that Slavic book and article titles do not use capitalization in the same way as in English titles. Please try to remove hyperlinks from the body text and the bibliography.

Please send in your contribution in two distinct files—a Word-file and a pdf-file of the Word-file. The latter has a control function during the editorial process and must therefore be identical with the word-file.

And, finally, do not **exceed the 20-page limit—in fact, try to stay below it.**

Best regards,
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