Regional Language Studies… Newfoundland (RLS) Style Sheet

To aid authors in the preparation of their manuscripts, we offer the following style guidelines. Please direct any questions that you may have to elrc@mun.ca.

Please submit your manuscript in Times New Roman 12 with double spacing throughout, using either Word or WordPerfect. Indent all paragraphs except for the initial paragraph and the first paragraph of each section. If the paper contains separate sections, section headings should be bolded. Do not number section headings, but number examples sequentially through the paper.

Punctuation. Use double quotation marks, but single for citations within citations, as well as for glosses of lexical items. Periods, commas, colons etc. should appear inside rather than outside quotation marks. Use a single rather than a double space after periods, colons etc.

Tables and Figures. These may be either enclosed within the text, or submitted separately. Titles should be placed immediately above each table or figure.

Footnotes. Use footnotes rather than endnotes, when additional information is required.

References. Footnotes should not be used for in-text references. Instead, enclose the author's surname, date of publication and (if necessary) page reference within brackets in the text. Examples: Kirwin (1993: 72) states that "…"; "No studies are available of local Anglo-Irish intonation patterns" (Kirwin 1993: 72).

All works referred to in the text must appear in a separate Reference section, directly following the text. Reference order should be alphabetical by author surname; if more than one reference is cited from the same author, start with the earliest. Please follow the format given in the various examples below.

Book

Edited volume
**Chapter in edited volume**

**Journal article**

**Thesis**

**Online publication**

**Unpublished conference paper**