

PAPER SUBMISSION GUIDELINES

Belgrade BELLS welcomes original research papers, book reviews, scholarly interviews, and commentaries.

Manuscripts should be between 4000-8000 words long.

Contributions should be written in English. Contributors whose native language is not English are asked to have their manuscript carefully checked by a native speaker.

Manuscripts should conform to the following STYLE SHEET:

➤ **The paper should contain the following:**

- (1) Name(s) of the author(s)
- (2) Affiliation of the author(s)
- (3) Title
- (4) Abstract
- (5) Body of the text
- (6) References

➤ **Format**

Paper size:	A4
Font:	Times New Roman (12 pt)
Line spacing:	1.5
Alignment:	Justified
Page numbers:	Do not insert page numbers
Author's name:	bold, aligned left
Affiliation:	below author's name, regular
Title:	bold capitals, centered
Headings:	bold, aligned left, separated from the text by a blank line

NB: If a paper contains characters other than the Latin script, the author should provide the fonts.

➤ **Abstract**

An abstract of up to 120 words (under the heading **Abstract**) should precede the body of the text.

➤ **Emphasis**

Bold should only be used for the title, subtitles, and headings.

Italics should be used for emphasis, examples interpolated in the text, non-English words and book/journal titles.

‘Single quotation marks’ enclose translations, e.g. Serbian *ako* ‘if’.

“Double quotation marks” enclose brief citations running in the text (longer quotations, indented on all sides, are not put between quotation marks).

➤ **Punctuation**

Periods, commas, colons and semicolons should be followed by single spaces; dashes are preceded and followed by single spaces.

➤ **Footnotes**

Footnotes should be marked consecutively throughout the text by a raised number directly following a punctuation mark.

➤ **Figures, tables etc.**

Figures, tables etc. should be provided on a separate page (with appropriate reference in the text) or inserted as moveable objects in the text.

➤ **Examples**

Examples (especially in linguistic texts) should be given in separate lines, numbered consecutively throughout the paper, aligned left. Examples from languages other than English should be glossed (where necessary) and translated into English (translations in single inverted commas). Sample example:

(1)	njuutaa	balde
	be long+2SG+SUBJ	in days
	‘May you live long!’	

➤ **Citations and quotations**

Citations and quotations are followed by parentheses containing author’s surname, year of publication and a reference to page(s) – e.g. (Lyons 1977: 45). Brief citations are interpolated in the text, between double quotation marks. Longer quotations (5-10 lines) should appear as separate blocks, indented left and right and separated from the text by an extra-line space above and below, without quotation marks.

➤ **References**

- The list of references (under the heading **References**) should contain all the sources referred to in the text and only those.
- The sources are listed in alphabetical order according to the author’s/editor’s last name, with complete bibliographical details.
- The second line of each reference should be indented by 1.5 cm (special, hanging).
- For books with more than three authors, the first name and the abbreviation *et al.* should be used (e.g. Quirk et al. 1985).

- Book and journal titles are in *italics*.
- Titles of articles in books and journals are in regular font style.
- Page references are required for articles in books and journals.
- Online sources should be listed with complete bibliographical details, including the date of visiting the site.

Sample references:

➤ Books/edited volumes

- *single author:*

Sweetser, E. (1990). *From Etymology to Pragmatics: Metaphorical and Cultural Aspects of Semantic Structure*. Cambridge: Cambridge University Press.

- *more than one author:*

Lakoff, G. and M. Johnson (1980). *Metaphors We Live By*. Chicago: University of Chicago Press.

Quirk, R. et al. (1985). *A Comprehensive Grammar of the English Language*. London and New York: Longman.

- *single editor:*

Greenberg, J. H. (ed.) (1978). *Universals of Language*. Cambridge, Mass.: The MIT Press.

- *more than one editor:*

Gibbs, R. W. and G. Steen (eds.) (1999). *Metaphor in Cognitive Linguistics*. Amsterdam: John Benjamins.

➤ Articles

- *in journals:*

Wilson, D. and D. Sperber (1993). Linguistic Form and Relevance. *Lingua*, 90, 1–25.

- *in edited volumes:*

Slobin, D. I. (1997). Mind, Code, and Text. In: J. Bybee et al. (eds.), *Essays on Language Function and Language Type*, Amsterdam/Philadelphia: John Benjamins, 437–467.

➤ Online sources

- *Article from an online database:*

Voss, P. J. (1998). Debris from Heaven in Paradise Lost. *English Language Notes*, 35.3, 37–41. *Academic Search Premier*. EBSCOhost. GALILEO. (10 June 2008) <<http://www.galileo.usg.edu>>.

- *Entire Web site:*

Electronic Poetry Center. 2003. SUNY Buffalo. (10 June 2008) <<http://epc.buffalo.edu>> .