Language Science Press guidelines

Complete set of guidelines

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language science press
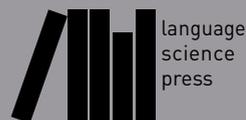
Contents

Contents

1 Introduction

This document describes how to create a manuscript with Language Science Press. It discusses what authors, volume editors and the auxiliary roles of proofreaders, typesetters and indexers have to know in order to produce high quality books.

This document is current as of Thursday 20th August, 2015.

2 Structure of books

2.1 Front matter

The front matter of Language Science Press books is structured as follows

dedication	optional
table of contents	obligatory
notational conventions	optional
acknowledgements	optional
preface	optional
list of abbreviations	optional
No lists of figures or tables!	

2.2 Back matter

The back matter is structured as follows:

Appendix A	optional
Appendix B etc	optional
further appendices	optional
Bibliography	obligatory
Author index	obligatory
Language index	optional (advisable if the book talks about a larger number of languages)
Subject index	obligatory

3 Style rules

3.1 Generic rules

We use the *Generic Style Rules for Linguistics* available on https://www.academia.edu/7370927/The_Generic_Style_Rules_for_Linguistics

3.2 House Rules

The generic rules are complemented by the following house rules:

3.2.1 Academic *we*

Monographs and articles that are authored by a single author should use the pronoun *I* rather than *we* as in "As I have shown in Section 3".

3.2.2 British vs. American English

Choose one and be consitent. For edited volumes, the choice is per chapter.

3.2.3 Figures

Please mention the creator and the licensing status of all photographs and all drawings in the caption unless they were created by you. The licensing must be compatible with the license chosen for the book. It is for instance legally not possible to include restricted copyrighted material in an open access book.

3.2.4 Tables

Be aware that the book will not be printed on A4/letter paper. This means that you do have less horizontal and vertical space for your tables. Tables should generally not have more than about 6 columns and about 10 rows (Table 3.1). If the data in the cells are very, short like numbers, phonemes or very short words for instance, there might be exceptions (Table 3.2).

Table 3.1: Maximal number of colums and rows in a typical table with sentences.

	English	German	French	Spanish	Italian
1	We wish you a merry christmas	Fröhliche Weih-nachten	Joyeux Noël	Feliz Navi-dad	Buon natale
2	How is the weather today?				
3	We appreciate your business				
4	I do not want to buy this carpet				
5	Please circulate				
6	Apologies for cross-postings				
7	Colorless green ideas sleep furiously	Kleine grüne Ideen schlafen wütend			
8	The man hit the woman and ran away				
9	John gives Mary the book				
10	repeat ad libitum				

Table 3.2: Maximal number of colums and rows in a typical lexical table.

	English	German	French	Spanish	Italian
1	one	eins	un	uno	uno
2	two	zwei	deux	dos	due
3	three				
4	four				
5	five				
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					

All tables should fit on one page. It is not permitted to break the page in the middle of a table. If your content is very long, split the large table into several smaller ones.

3.2.5 Abbreviations

If you need special abbreviations that are not defined by the Leipzig Glossing Rules, put them in a table in a special section with abbreviations immediately before the first chapter of a monograph. In the case of an edited volume, the lists of abbreviations should be placed immediately before the references of the individual chapters.

3.2.6 Glossed examples

The formatting of example sentences in the typological series follows the format that is used by the World Atlas of Language Structures (Dryer & Haspelmath 2013): If there is just one example sentence for an example number, the language name follows the example number directly, as in (1); it may be followed by the reference.

(1) Mising (Prasad 1991: 69)
    azɔ́në dɔ́luŋ
    small village
    'a small village'

If there are two sub-examples for a single example number, the example heading may have scope over both of them:

(2) Zulu (Poulos & Bosch 1997: 19; 63)

    a. *Shay-a   inja!*
       hit-IMP.2SG dog
       'Hit the dog!'

    b. *Mus-a   uku-shay-a inga!*
       NEG.IMP.AUX-2SG INF-hit-INF dog
       'Do not hit the dog!'

If an example consists of several sub-examples from different languages, the language name and references follow the letters, as in (3).

(3) a. Apatani (Abraham 1985: 23)
     aki atu
     dog small
     'the small dog'

  b. Temiar (Benjamin 1976: 155)
     dēk   mənūʔ
     house big
     'big house'

You should use the numbered example environment only for linguistic examples, theorems and the like. Lists of consultants, lists of recordings, lists of geographical places where a language is spoken and the like should be put in a table environment.

3.2.7 Quotations

If long passages are quoted, they should be indented and the quote should be followed by the exact reference. Use the quotation environment LaTeX provides:

> Precisely constructed models for linguistic structure can play an important role, both negative and positive, in the process of discovery itself. By pushing a precise but inadequate formulation to an unacceptable conclusion, we can often expose the exact source of this inadequacy and, consequently, gain a deeper understanding of the linguistic data. (Chomsky 1957: 5)

Short passages should be quoted inline using quotes: Chomsky (1957: 5) stated that "[o]bscure and intuition-bound notions can neither lead to absurd conclusions nor provide new and correct ones".

If you quote text that is not in the language of the book provide a translation. Short quotes should be translated inline, long quotes should be translated in a footnote.

3.2.8 Cross-references in the text

Please use the cross-referencing mechanisms of your text editing/type setting software. Using such cross-referencing mechanisms is less error-prone when you shift text blocks around and in addition all these cross-references will be turned into hyperlinks between document parts, which makes the final documents much more useful.

Depending on the series and the language the book is published in authors may use the § sign or the word *Section.*

3.2.9 Epigrams

You can use epigrams for your chapters. When using epigrams in edited volumes, make sure that the combination of epigram and abstract leaves room for the actual chapter to start on the same page.

3.2.10 Aspiration, labialization, velarization etc

For phonetic symbols of aspiration and secondary articulation, do not use a superscript normal letter; use the special Unicode characters ʰ ʷ ʲ ˠ ˤ etc. You can define a special command like {\lab} for ʷ for easier input.

3.2.11 Footnotes in section titles

You should not use footnotes in section titles.[1] Very often, a plain sentence in the running text will be just as good. If you really want a footnote, insert it after the first sentence of the relevant section.

3.2.12 Color

Use color sparingly. Color should never be the only means to access information, but can be used as an addition. There are two reasons for this: b/w printers and colorblind people. Your work will not be accessible in those cases if color is the only distinguishing feature. Alternatives to color are using different shapes or shadings instead of color, grouping items, or verbal description.

3.3 Citations and references

Please deliver a BibTeXfile with all your references together with your submissions. BibTeXcan be exported from all common bibliography tools (We recommend BibDesk for the Mac and JabRef for all other platforms).

Please provide all first and last names of all authors and editors. Do not use *et al.* in the BibTeXfile; this will be generated automatically when inserted.

---

[1] The footnote about §3.2.11 can easily be added after the first sentence of the running text.

Table 3.3: Citation style for Language Science Press

citation type	example	yields
author	`As \citet[215]{MZ85a} have shown`	As Maling & Zaenen (1985: 215) have shown
	`As \citet[215]{MZ85a} and \citet{Bloomfield1933lg} have shown`	As Maling & Zaenen (1985: 215) and Bloomfield (1933) have shown
work	`As was shown in \citet[215]{Saussure16a}, this is a problem for theories that ...`	As was shown in Saussure (1916: 215), this is a problem for theories that …
work	`This is not true \citep{ Saussure16a,Bloomfield1933lg}.`	This is not true (Saussure 1916; Bloomfield 1933).
no double parentheses	`This is not true (\citealt{Saussure16a} and especially \citealt{Bloomfield1933lg}).`	This is not true (Saussure 1916 and especially Bloomfield 1933).

For bipartite family names like "von Stechow", "Van Eynde", and "de Hoop" make sure that these family names are contained in curly brackets. Note that Dutch names like "de Hoop" are not treated differently from other surnames.

Many bibliographies have inconsistent capitalization. We decapitalize all titles and booktitles. If there is a proper name in a title, enclose it in `{ }` to prevent decapitalization, e.g. `title = {The languages of {A}frica}`. Use the same procedure for German nouns and all other characters in titles which should not be decapitalized. This is not necessary for other fields, especially the author and editor fields, where capitalization is kept as is.

The references in your BibTEXfile will automatically be typeset correctly. So, provided the BibTEXfile is correct, authors do not have to worry about this. But there are some things to observe in the main text. Please cite as shown in Table 3.3.

If you have an enumeration of references in the text as in *As X, Y, and Z have shown*, please use the normal punctuation of the respective language rather than special markup like ';'.

If you refer to regions in a text, for instance 111–112, please do not use 111f. or 111ff. but provide the full information.

3.4 Indexes

All Language Science Press books have a Subject Index and a Name Index. The Language Index is optional and should be used if the book treats several languages. Subject Index and Language Index have to be prepared by the authors completely. The Name Index is generated automatically from the citations in the text. This means that you only have to add people to the Name Index who, for whatever reason, are mentioned without connection to a work in the list of references. Examples would be politicians, ancient philosophers, novelists and the like.

4 Edited volumes

4.1 Workflow

Edited volumes are submitted as a whole. It is thus the task of the volume editor to assure the integration of the various chapters. It is highly recommended that all authors use the templates provided (Word, LibreOffice, LaTeX). The editor should download the skeleton for edited volumes and add all author's files to the folder `chapters`. In the skeleton, the files should be included via `\includepaper{chapters/smith.tex}`. Make sure that the options `collection` and `collectionchapter` are used in the preamble of your master file. If you use our skeleton for edited volumes, this is already done for you. The chapter templates for edited volumes contain fields for epigrams and abstracts. While abstracts should be used, epigrams should rather be avoided as they clutter the page in combination with the abstract.

All chapters will have their own list of references, but all lists will be built using the same BibTeX file. This is done in order to avoid that two authors cite the same work differently. In order to compile the bibliographies for the individual chapters, you have to run BibTeX on the relevant `blx.aux` file which will show up after compiling the master file. There is a Makefile in the skeleton which includes all relevant commands.

4.2 Special style rules for edited volumes

Some special rules apply to the chapter of edited volumes:

- Each paper should start with a short abstract

- A paper may have a special unnumbered section Acknowledgements just after the last numbered section. This is preferable to putting the acknowledgements into the footnotes.

- A paper may have a special unnumbered section Abbreviations (or similar) just before the References. This is strongly preferred to listing the abbreviations in a footnote.

- Each paper has its own list of references (unnumbered section labeled References).

- Chapter numbers should not be used in numbering tables and figures within such chapters.

5 LaTeX

5.1 Installation of the `langsci` class

5.1.1 Local installation

For your first book, the easiest way will be to download the skeleton from http://test.langsci-press.org/information/templates. There is a skeleton for monographies and a skeleton for edited volumes. Choose what is appropriate for you.

Language Science Press uses the Libertine fonts. If there are not found on your system, please contact your system administrator to install them. If for whatever reason the fonts cannot be installed, we provide a skeleton which does not require the Libertine fonts. The creation of the book will be the same, but the look will be slightly different. Before the book enters the final production phase, a system with the correct fonts has to available.

5.1.2 Online editor

In order to familiarize yourself with LaTeX, you might also want to try the webservice writelatex.com first (Figure 5.1). Visit http://bit.ly/1u05Xgr and select "open as template". Click on [Project] at the very top to see all files. The most important file is `chapters/filename.tex`.

5.2 The skeleton

The skeleton has a main file, which is called `lsp-skeleton.tex`. You can leave that name or choose a name more suitable for your book, e.g. `smith.tex` or `hawaiiangrammar.tex`. That main file draws information from a number of other files which are in the same directory. All those files start with `local....` Furthermore, the main file includes the chapters, which are found in the directory `chapters/`.

A number of auxiliary files are generated on the fly, these are `.toc` for the table of contents; `.bbl` for the bibliography; and `.ind`, `.and`, and `.lnd` for the indexes.
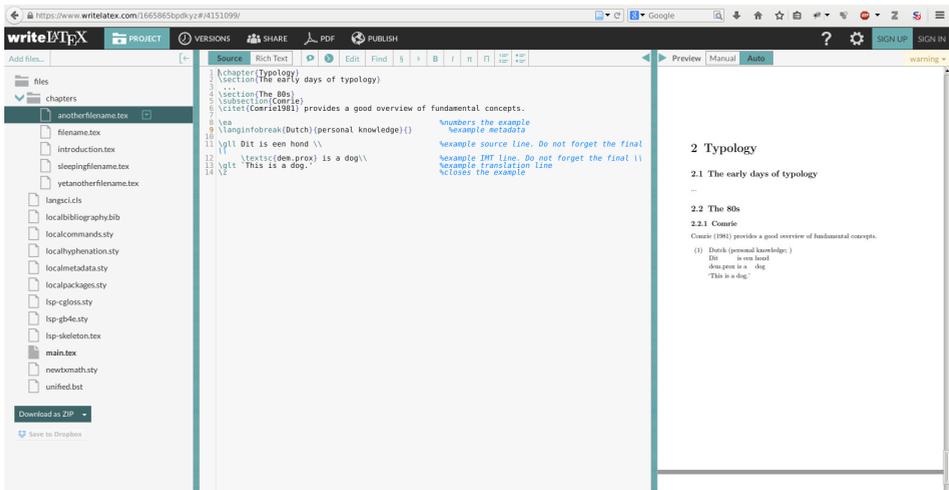
Figure 5.1: Writelatex

5.3 Using the `langsci` class

There are a variety of programs for making writing LATEX documents easier.

For Microsoft Windows, Texniccenter is the most popular one (Figure 5.2). For Mac, Texshop (Figure 5.3) and Texstudio (Figure 5.4) are popular choices. For Linux, Kile is a very good LATEX editor (Figure 5.5).

5.4 Producing the document

In your LATEX editor, there are various ways to create a pdf from your sourcecode. Choose `xelatex`. The first time you run it, it will produce a pdf with all the text, but with no table of contents. When you run it again, you will see the table of contents and the text. There are chances that your editor will show error messages. Common causes are unmatched braces or `\begin{...}` not followed by `\end{...}`

In order to include the bibliography, you have to run `bibtex` to read the bibliography, and then again `xelatex` to include it into your document. Pay attention to error messages and warnings.

If you are using the skeleton for edited volumes, you have to run `bibtex` on all `*-blx.aux`-files (one for each chapter). If this is too cumbersome, you can also use the program `bibtexvolume`, which will do this for you and which is found in the skeleton as well.
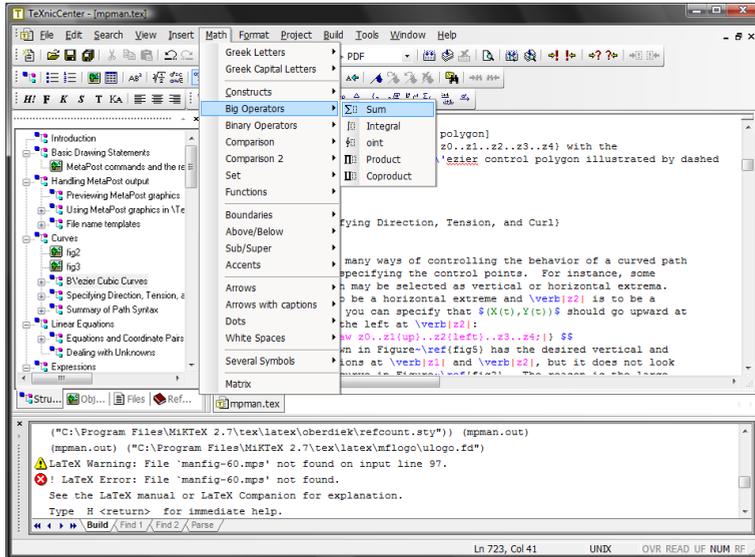
Figure 5.2: Texniccenter
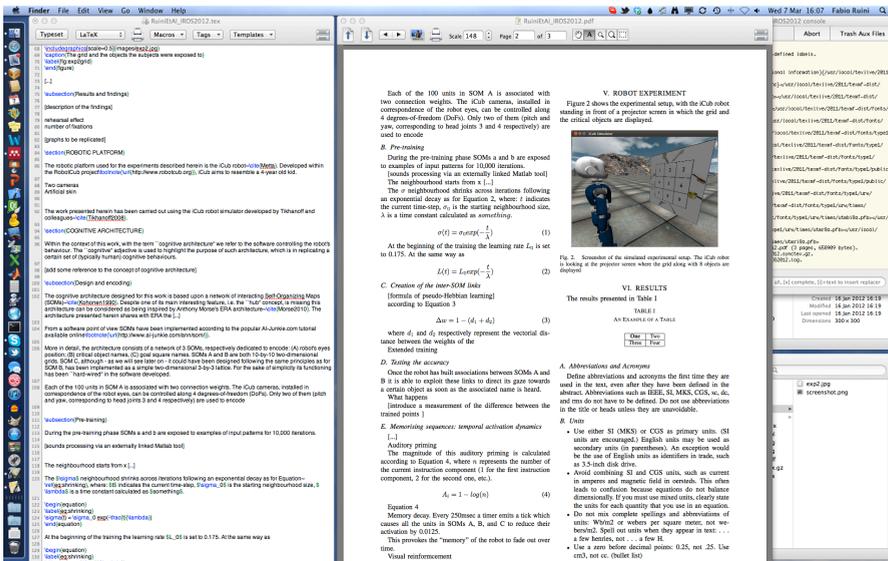


Figure 5.3: Texshop
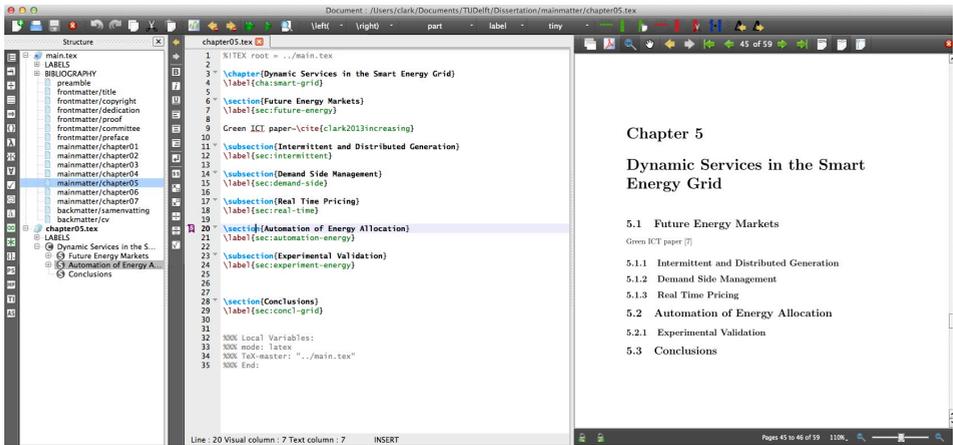
Figure 5.4: Texstudio
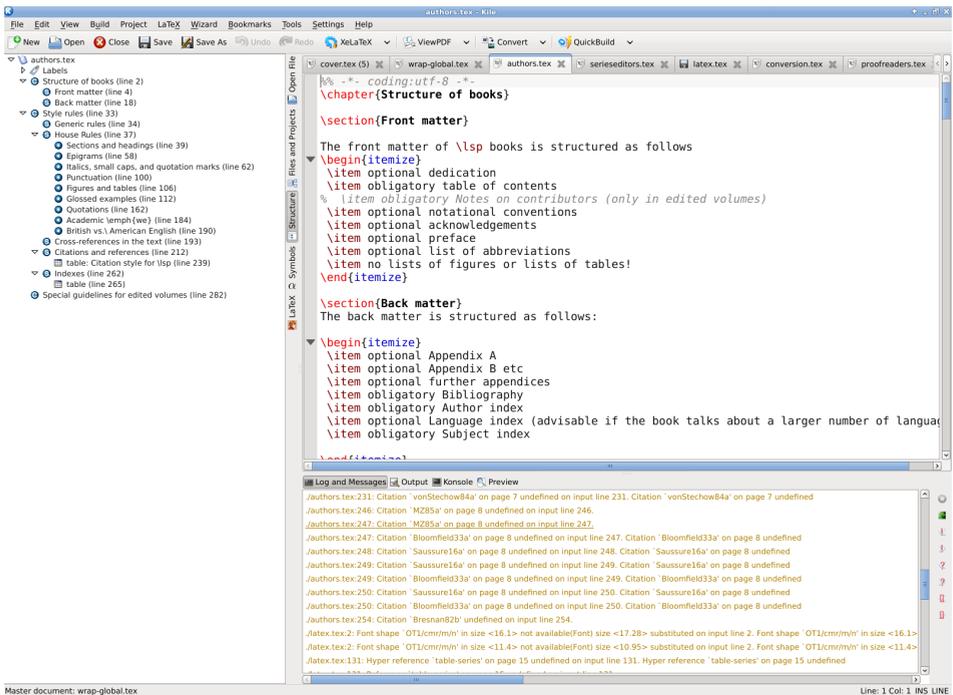
Figure 5.5: Kile

Table 5.1: File structure of the skeleton

file	content
`localmetadata.tex`	information about the author, the title, the ISBN etc
`localpackages.tex`	extra packages you might require, for instance for syntactic trees or Hebrew text
`localcommands.tex`	extra commands you might want to define, e.g. for very frequent abbrevations in your text
`localhyphenation.tex`	for words where the LaTeX hyphenation algorithm does not produce the desired result
`localbibliography.bib`	your bibliography in BibTeX-format
`chapters/chapter1.tex`	text
`chapters/chapter2.tex`	text
...	text

The creation of the indexes is a bit more complicated. You can leave this to the Language Science Press people. The relevant commands are:

```
makeindex -o lsp-skeleton.and lsp-skeleton.adx
makeindex -o lsp-skeleton.lnd lsp-skeleton.ldx
makeindex -o lsp-skeleton.snd lsp-skeleton.sdx
```

5.5 Adapting the structure of the document

The general structure of the document is given by Language Science Press. You have a couple of options to change the structure:

- You can choose the skeleton for monograph or edited volume

- You can add additional chapters to the directory `chapters`, for instance `chapters/chapter4.tex` or `chapters/introduction.tex`. Make sure to add `\include{chapters/introduction}` (without `.tex`) to your main file.

- You can add a preface, acknowledgements, or a list of abbreviations with `\addchap{Preface}`.

5.6 Common commands

The wealth of commands available in LATEX can be daunting at first sight. However, very soon you will see that you can get a very long way with some very basic commands. The first batch involve the structure of your document, i.e. the various levels of headings. These are:

- `\chapter{titleofheading}`
- `\section{titleofheading}`
- `\subsection{titleofheading}`
- `\subsubsection{titleofheading}`

These commands give you a numbered title in the right layout. For prefaces, acknowledgements etc., which are not numbered, use `\addchap{Preface}` instead of `\chapter{Preface}`. Other common commands are `\label{la belname}` to assign a label, and `\ref{labelname}` to refer to a label. It is good practice to use `\sectref{labelname}`, `\tabref{labelname}`, `\figref{labelname}`, to refer to sections, tables, and figures, respectively. A reference to this section will be `see \sectref{sec:latex:commonco mmands}`, which will produce "see §5.6".

Other commands very often used in academic texts are `\citet{somework}` and `\citep{somework}`. Use the former to cite a work in the running text and the latter to cite it in parentheses. In order to avoid double parentheses, you can use `\citealt{somework}`. Page numbers are added with `\citet[99 --123]{somework}`. Make sure to use a double hyphen for ranges, which will give a dash in the pdf. Citations work with keys from your BIBTEXfile. In the examples above `somework` is the key of a record in your BIBTEXfile. When `somework` is cited in the document, the pdf will show the right citation in the right style, and the work will be added automatically to the list of references at the very end. Please refer to the guidlines for bibliographies for more information.

If some text should not be in the normal font, use `\textit{text to chan ge}` for italics, `\textsc{text to change}` for small capitals. There is generally no need to use boldface. If you want to use boldface, get in touch with your series editors.

5.6.1 Linguistic examples

Linguistic examples are typeset like this

```
\ea\label{ex:examplelabel}
\langinfo{French}{Indo-European}{personal knowledge}\\
\gll  Jean aim-e                  Marie \\
      John love-\textsc{3s.pres.ind} Mary \\
\glt 'John loves Mary.'
\z
```

This gives you

(1) French (Indo-European; personal knowledge)
     Jean aim-e   Marie
     John love-3SG.PRS.IND Mary

     'John loves Mary.'

Rough alignment of glosses in the source text can be helpful, but is not necessary. Most glosses from the Leipzig Glossing Rules can be accessed via shortcuts. The example above could also be typeset as

```
\ea\label{ex:examplelabel}
\langinfo{French}{Indo-European}{personal knowledge}\\
\gll  Jean aim-e                  Marie \\
      John love-{3\sg.\prs.\ind} Mary \\
\glt 'John loves Mary.'
\z
```

For more complicated examples with more lines, judgments, additional information and the like, refer to the showcases section, or to the documentation of the package `lsp-gb4e`. `\langinfo` should be used if the language cannot be assumed to be widely known. The first argument is the language, the second the family, the third the source. If the family is left blank, it will not display. If you give a reference in the source, use `\citealt` rather than `\citep`.

To avoid a page break in an example, put it between `\protectedex{...}`.

```
\protectedex{
\ea\label{ex:examplelabel}
\langinfo{French}{Indo-European}{personal knowledge}\\
\gll  Jean aim-e                  Marie \\
```

```
      John love-{3\sg.\prs.\ind} Mary \\
\glt 'John loves Mary.'
\z
}
```

5.6.2 Graphics

In order to add a graphic, use the following stretch of code

```
\begin{figure}
  \includegraphics[height=.3\textheight]{filename.png}
  \caption{Some good caption.}
  \label{fig:chapterhandle:keytofigure}
\end{figure}
```

5.6.3 Tables

In order to add a table, use the following stretch of code:

```
\begin{table}
  \begin{tabular}{lll}
    \lsptoprule
    German  & French  & Spanish \\
    \midrule
    Zelle   & cellule & célula    \\
    Zelle   & cellule & célula    \\
    Zelle   & cellule & célula    \\
    \lspbottomrule
  \end{tabular}
  \caption{Some good caption.}
  \label{tab:chapterhandle:keytotable}
\end{table}
```

This will give you Table 5.2. There are ways to add additional vertical lines, but this should generally not be done. If your cells get to wide, use \begin{tabular} {p{4cm}p{4cm}p{4cm}}, rather than \begin{tabular}{lll}

You should not assume that a figure or table will be placed exactly where it appears in the text. Therefore, references like "in the table above/below" should not be used.

Table 5.2: Some good caption.

German	French	Spanish
Zelle	cellule	célula
Zelle	cellule	célula
Zelle	cellule	célula

5.6.4 Footnotes

In order to add footnotes, use the command \footnote{...}. If you want to use a footnote in an example, use word {\footnotemark} word word} and add a line with \footnotetext{text of the footnote} just before the translation of the example. You should not add footnotes to tables or figures.

A common requirement is to put pages in landscape orientation rather than portrait. In order to do this, use sidewaysfigure or sidewaystable instead of the normal figure or table.

Another common requirement is fitting a table or other element which is a bit too large on the page. In order to do this, use \resizebox{\linewidth}{!}{stuff to resize}.

For other special needs, please contact our coordinator at support@langsci-press.org.

5.6.5 Computer code

Please use the listings environment. You can change which words should count as keywords.

```
\begin{lstlisting}[language=Python,%
 stringstyle=\color{blue}]
 greeting = "Hello"
 addressees = ["World", "Sky"]
 for addressee in addresses:
    print greeting, addressee
\end{lstlisting}
```

```
greeting = "Hello"
addressees = ["World", "Sky"]
for addressee in addresses:
    print greeting, addressee
```

5.7 Adapting the class to your needs

Additional packages can be added via \usepackage{packagename} in the file localpackages.tex. Addtional commands can be added via \newco mmand{\commandname}{commanddefinition} in the file localcomm ands.tex.

Different subdisciplines of linguistics have different requirements. Syntactic trees, generously stacked diacritics, attribute-value matrices, foreign scripts (possibly right-to-left) or OT-tableaus come to mind. Have a look at the 'showcases' guideline to see how to typeset these elements.

5.8 Drafts

Since Language Science Press does not have any commercial interest, you can put your book on webpages and distribute it freely. We encourage authors to do this in order to discuss the work and improve it before final publication. If authors want to circulate prefinal versions, they can use the option draftmode. This prints a large watermark onto the first page and adds a footer to ever page that informs the reader about the fact that they are reading a draft and the date and time of the creation of the draft.

6 Conversion

6.1 Conversion using the webservice

While it is preferable to work in LaTeX from the start, this is not always possible. For edited volumes, for instance, it is common that not all authors can acquire the necessary skills in due course. For those cases, you can use the templates for MS Word and LibreOffice provided on http://test.langsci-press.org/information/templates. Follow the instructions in the templates. When you are finished, upload your file to http://glottotopia.org/doc2tex/home. This will give you a file which you can copy into the skeleton (Figure 6.1). You have the choice between 'raw' and 'mod'. Generally, 'mod' is preferable as a number of adaptations for linguists and Language Science Press are already in place. If you run into problems with 'mod', you can use 'raw' as a fallback. You can then either copy and paste the converted document to a file of your own, or you can open the document directly in writelatex (Figure 6.2).
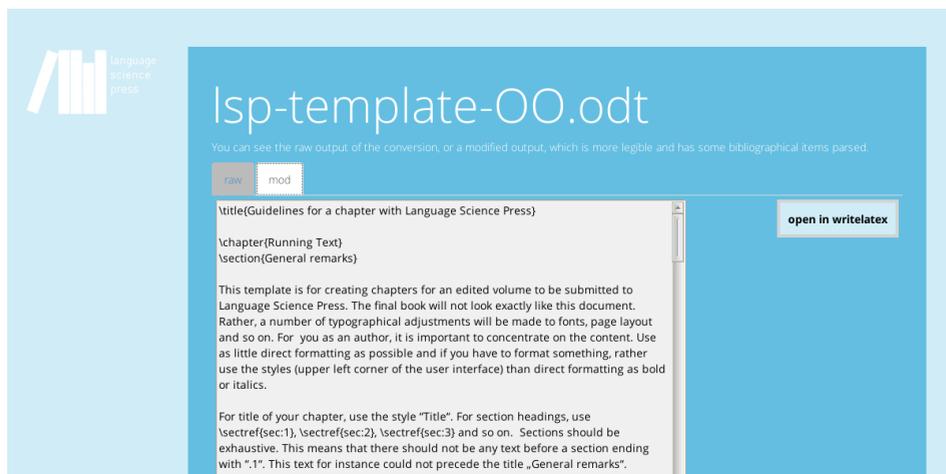

Figure 6.1: After converting the template on http://glottotopia.org/doc2tex/home.
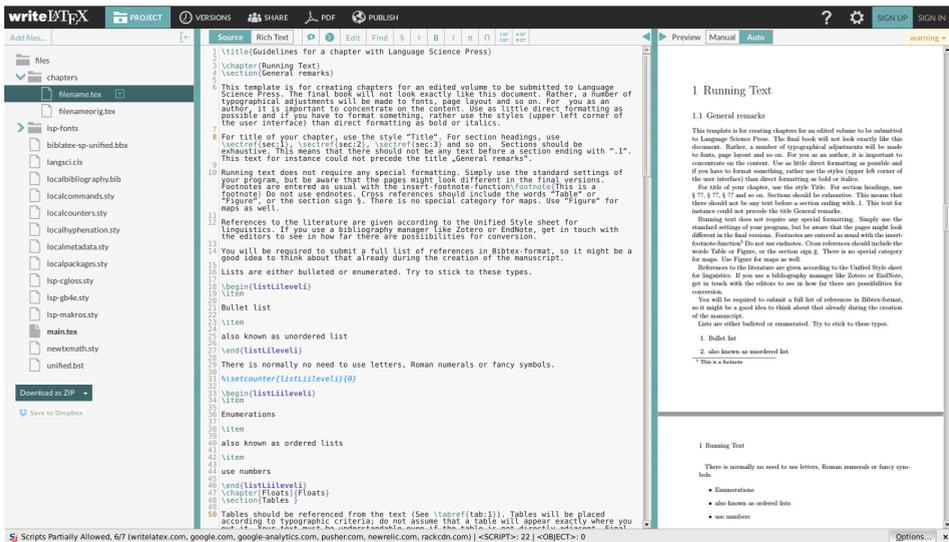
Figure 6.2: Opening the converted document on writelatex.

6.2 Manual conversion

If you want to convert your file on your local computer, you can use the program `writer2latex`. The relevant command is

```
w2l -wrap_lines_after=0 -multilingual=false
-simple_table_limit=10 -use_supertabular=false
-float_tables=true -float_figures=true
-use_caption=true -image_options=width=\textwidth
-inputencoding=utf8 -use_tipa=false -use_bibtex=true
-formatting=convert_most -ignore_empty_paragraphs=true
-use_color=false -page_formatting=ignore_all
  -use_hyperref=true mydocument.odt
```

6.3 Manual postprocessing

While the converter tries to convert as much as possible, there are a some places where manual postprocessing is still required. These include graphics, cross-references and some bibliographical references.

6.3.1 Graphics

All graphics are commented out by default since the files will not be available on writelatex until you upload them. So the following stretch

```
 \begin{figure}[h]
[Warning: Image ignored] %Unhandled or unsupported graphics:
%\includegraphics[width=\textwidth]
{a8dc5773011814b3b98013db7af4ec7e9-img1.png}
\caption[Some caption]{Some caption}
\end{figure}
```

has to become

```
\begin{figure}[h]
 \includegraphics[width=\textwidth]{realnameofthefile.png}
 \caption{Some caption}
 \label{fig:chaptername:filehandle}
\end{figure}
```

6.3.2 Crossreferences

Generally, references to sections and examples should work. Occasionally, there might be problems with stretches like "(12a)" or "(12-15)".

6.3.3 Bibliographical references

The most common bibliographical references should work. Where authors have names which consist of two parts (such as "Van Valin"), the author is often mis-recognized as "Valin". Also, stretches like "Smith 2000, 2001a,b, 2002" will need manual postprocessing.

7 Proofreaders

Proofreaders should pay attention to spelling, grammar, style etc. Please refer to the Generic Style Rules and the house rules listed in §3.2.

Proofreaders can choose their preferred way of working. Pdf comments, scanned comments on printout, or lists of errors with page numbers are all acceptable.

Checklist Proofreading text

☐ All floats are referenced.

☐ All examples are referenced.

☐ The guidelines adhered to.

☐ British or American spelling is consistent per author.

☐ "Section", "Table", or "Figure" in cross-references are capitalized.

☐ Spacing after punctuation and parentheses is correct.

☐ Parentheses and brackets in examples are not italicized.

☐ Subscripts in examples are not italicized.

☐ Footnotemarks in examples are not italicized.

☐ Parentheses are set correctly for all references.

☐ No double parentheses for citations in a parenthesized environment.

☐ Examples which are full sentences finish with punctuation in both source and translation.

☐ Examples which are not full sentences do not have a punctuation mark in source or translation.

☐ Alignment of glossed examples is correct.

☐ All examples have information about language and source.

Checklist Proofreading bibliography

☐ All first names are given in full unless the person prefers to use initials.

☐ *et al.* not used in bibliography

☐ Subtitles are capitalized

☐ Proper nouns are capitalized

☐ German nouns are capitalized

☐ No extraneous information in bibliography

☐ Series title and series number are typeset correctly

8 Indexing

Language Science Press books have an obligatory Name Index and an obligatory
Subject Index. The Language Index is optional and should be used if your work
makes reference to more than one language. For the various ways to add entries
to the index, refer to Table 8.1. For every index, there are two commands. The
shorter one adds a term to the relevant index but does not change your text. This
is useful if the term you want to add to your index does not appear in exactly the
same way in the text. If the term is indeed identical, you can use the command
with an extra `i`.

Table 8.1: Commands for creating index entries.

type	command	indexed term
Subject Index	`Nominalized sentences \is{nominalization} are common.`	nominalization
Subject Index identical	`... while \isi{nominalization} is less frequent ...`	nominalization
Language Index	`Varieties of Chinese \il{Sinitic languages} differ in that ...`	Sinitic languages
Language Index identical	`The \ili{Sinitic languages}, however, ...`	Sinitic languages+
Author Index	`In Homeric \ia{Homer} language, ...`	Homer
Author Index identical	`This contradicts \iai{Homer}, who had advocated ...`	Homer

If there are two or more entries on subsequent pages, the index generation will automatically produce a range. So, instead of '33,34,35,36', it will print out '33–36'. You can produce ranges yourself by using \is{someterm|(} for the start and \is{someterm|)} for the end of the range.

Do not use the indexing commands directly before punctuation as it can produce unwanted white space. Put it after the punctuation instead.

When your are done with adding index terms to your document, the following commands will produce the Subject Index and the Language Index

```
makeindex -o main.lnd main.ldx
makeindex -o main.snd main.sdx
```

In order to create the author index, run

```
sed -i s/.*\\emph.*// main.adx
makeindex -o main.and main.adx
```

After the creation of the indexes, check for every index whether it contains only terms that should be found in this index (no languages in Subject Index and vice versa). Furthermore, check that every concept has exactly one entry in the index. It is easy to index the same concept once in the singular and then again in the plural, or once with a hyphen and once without.

For the Name Index, make sure that every author has exactly one entry. Common errors include abbreviated names, middle initials which are present in one entry but absent in another, different transcriptions of a name, and diacritics. These issues are fixed by opening your bibliography file and conforming the names of the authors there.

After your indexed terms are final, check the Name Index for terms which are not names. This happens if one of your cited works has an institution as the author. Open the .adx file and remove that entry. Be aware that a recompilation of your index will overwrite your changes.

Check your index for overlong lines. Use hyphenations \mbox{...} or \newlines in the .adx file to repair these. Again, a recompilation of the index will overwrite your changes.

Checklist Indexes

- ☐ Subject index is there
- ☐ Language index is there
- ☐ Author index is there
- ☐ No duplicate terms in subject index
- ☐ Subject index has no overlong lines
- ☐ No duplicate terms in language index
- ☐ Language index has no overlong lines
- ☐ Author index has no titles in it
- ☐ Author index has no institutions in it
- ☐ No duplicate authors in author index
- ☐ Author index has no overlong lines

9 Typesetters

In order to finalize the typesetting of your volume, proceed as follows, in exactly that order:

1. make sure that the content of your book is absolutely final. No typos, no misrepresentations, no weird sentences should be left

2. make again sure that the content is final

3. make sure title and author fit on both cover and spine.

4. check that all chapter titles fit the page width and on their line in the table of contents.

5. check that all chapter authors fit the page width and on their line in the table of contents.

6. check that even page headers fit the page width for all chapters

7. check that odd page headers fit the page width for all chapters

8. check the appearance of the table of contents

9. check the impressum page. Is all information about authors, typesetters, proofreaders, series given?

10. check whether all lines fit the page width. If there are lines which stick out, this is either due to missing information about hyphenation, or there is simply no good way to fit the words in one line. In the former case, add hyphenation information to the file `localhyphenation.sty`. You can also prevent hyphenation of a word by putting it in an `\mbox`. Sometimes, the only solution is to change the sentence slightly. Common operations include changing the place of an adverb or using synonyms.

11. check whether all tables and figure fit page width (and page length). You can use `\resizebox{\linewidth}{!}{stuff to resize}` or `\fitpagewidth{...}` to make them fit.

12. place all `tables` and `figures` with the options `[h]`ere, `[t]`op of page, `[b]`ottom of page, separate `[p]`age. You can use several of these options, e.g. `\begin{figure}[ht]` to place a figure either exactly where it is in the document or on the top of this page or another page. A figure should generally appear as close to the text which refers to it, either on the same page or a following page. If the figure is on a following page, it is preferable that the reader does not have to turn the page. Next to the parameters `[hbpt]`, you can also change the position of the relevant lines of source code to "move" a figure to the top or bottom of another page of the pdf.

13. check for widows and orphans. If a paragraph is split between pages, there should be at least two lines on both pages. In order to move an orphan to the following page, use `\newpage` at the relevant position. In order to pull a widow back to the preceding page, use `\largerpage`. You can also use `\largerpage{2}`, or any other number, if every you really need a much longer page.

14. check for split footnotes. Sometimes, long footnotes are split across pages. You can use `\largerpage` as above, or you can try to move the word with the footnote to another page. Sometimes, there are chain dependencies, which can be tough to resolve.

15. check the bibliography for widows and orphans.

16. check the index for overlong lines. Either add relevant information about hyphenation to `localhyphenation.sty`, or open the relevant index file (`.ind`, `.and`,`.lnd`) and fix the issue there.

Checklist Typesetting

- ☐ Content fits on title page
- ☐ ISBN is on back title
- ☐ Content fits on spine
- ☐ Chapter titles fit toc
- ☐ Author names fit line below chapter titles
- ☐ Author names fit line in toc
- ☐ Even page headers fit page
- ☐ Odd page headers fit page
- ☐ Impressum page has information about authors
- ☐ Impressum page has information about proofreaders
- ☐ Impressum page has information about typesetters
- ☐ Series overview page has information about this title
- ☐ Series overview page has information about other titles in series
- ☐ All lines in book fit page width
- ☐ All tables fit on pages
- ☐ All figures fit on pages
- ☐ Tables and figures are placed in sensible positions
- ☐ No widows
- ☐ No orphans
- ☐ No split footnotes

10 Commitment to openness

10.1 Open Access and its friends

Language Science Press has a commitment to openness. This means that, beyond Open Access, we also use Open Source Software, and we make our workflows and organizational structure publicly available so that other projects can draw on our work. The licenses we use obey the Open Definition, meaning that everybody is always free to use our work if they attribute it properly.

10.2 Tracking Progress

10.2.1 github

A book is a complex document. Once your book is in final production mode, we use github to track versions and changes (Figure 10.1). You can use github during the writing process as well (in fact, this will make the transition much smoother).

10.2.2 Trello

In order to keep things organized, we use Trello (Figure 10.2). Trello allows to distribute tasks such as bibliography update, proofreading, index creation and so on and keeps track of progress.
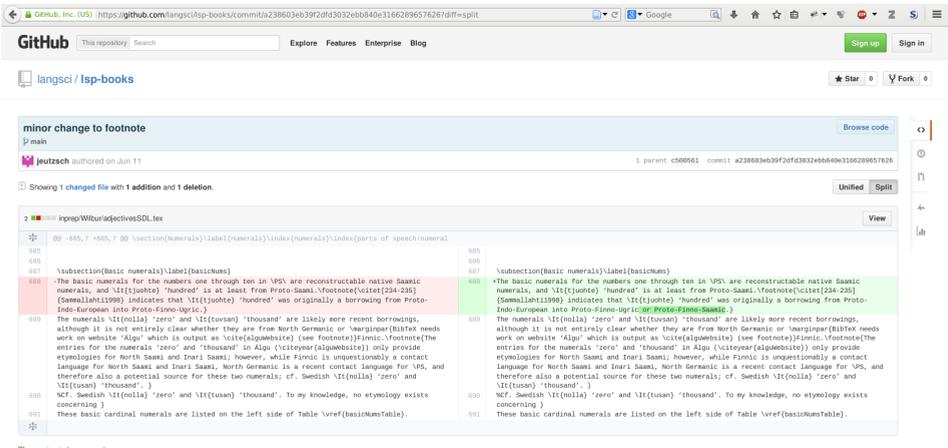
Figure 10.1: Github highlighting version history
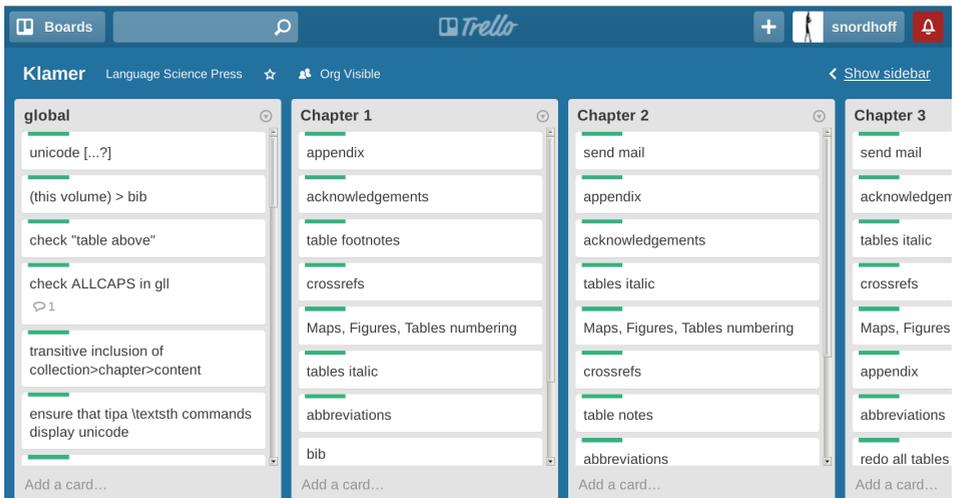
Figure 10.2: Trello

11 Showcases

There is a huge amount of packages that can be used for various purposes. Mittelbach & Goossens (2013) is a good reference book. This section discusses some aspects of some packages that are relevant for linguistics. Every LaTeX package comes with a documentation and users should consult these documentations, too. The purpose of this section is to point users to the packages that we think serve their purpose best and that are compatible with other packages and the Language Science Press classes, as this book proves.

11.1 Glossed examples

Glossed examples are typeset with a modified version of the `gb4e` package by Craig Thiersch. The modified package is called `lsp-gb4e`.

Simple examples like (1) can be typeset as shown below.

(1) *Der Mann schläft.*
     the man   sleeps
     'The man sleeps.'

```
\ea
\gll  Der Mann schläft.\\
      the man  sleeps\\
\glt 'The man sleeps.'
\z
```

Grammaticality judgments can be added in brackets. Note that in this case, braces have to be used around the rest of the example

(2) * *Der Mann schlafen.*
     the man   sleep
     '(The man sleeps.)'

```
\ea[*]{
  \gll  Der Mann schläft.\\
        the man  sleeps\\
  \glt 'The man sleeps.'
  }
\z
```

Lists of examples can be typeset with nested \ea and \z respectively. The example in (3) shows how the sentences can be aligned properly. Note that the first example in a list gets \ea, the subsequent ones get \ex. Also note the empty grammticality judgment for the first example in order to align it with the second example, which has a *.

(3) a. *Ich glaube dem Linguisten nicht, einen Nobelpreis   gewonnen zu*
         I   believe the linguist   not a   Nobel.prize won   to
         haben.
         have

         'I don't believe linguist's claim that he won a Nobel prize.'

     b. * *Dem Linguisten einen Nobelpreis   glaube ich nicht gewonnen zu*
          the linguist   a   Nobel.price believe I   not   won   to
          haben.
          have

```
\ea
 \ea[]{
 \gll Ich glaube dem Linguisten nicht,
     einen Nobelpreis gewonnen zu haben.\\
     I believe the linguist not
     a Nobel.prize won to have\\
 \glt  'I don't believe linguist's claim
     that he won a Nobel prize.'
}
```

```
\ex[*]{
\gll Dem Linguisten einen Nobelpreis   glaube
     ich nicht gewonnen zu haben.\\
     the linguist   a     Nobel.price believe
     I   not   won     to have\\
}
\z
\z
```

If you want to add a footnote that provides the source of an example as in (4), you can do this as follows:

(4) *Piloten   fik frataget   sit certifikat[1]*
     pilot.DEF got deprived.of his license
     'The pilot was deprived of his license to fly.'

```
\ea
\gll Piloten fik frataget sit certifikat{\footnotemark}\\
     pilot.\textsc{def} got deprived.of his license\\
\footnotetext{KorpusDK.}
\glt 'The pilot was deprived of his license to fly.'
\z
```

Please call the `\footnotetext` command before the translation, since otherwise the footnotetext may be typeset on a page that is different from the one where the footnotemark is set.

In some subdisciplines of linguistics (e. g. typology) the examples are written in italics as in the following example:

(5) *Piloten   fik frataget   sit certifikat[2]*
     pilot.DEF got deprived.of his license
     'The pilot was deprived of his license to fly.'

This is done automatically according to the series you publish in.

If the series decides to use italics, it has to be ensured that structural markup like brackets are not typeset in italics. Use `\ob` for opening brackets and `\cb` for closing brackets. `\op` and `\cp` provide the same for parens.

---

[1] KorpusDK.
[2] KorpusDK.

```
\ea
\gll ein {\ob}interessantes  Beispiel{\cb}\\
     an   interesting         example\\
\glt 'an interesting example'
\z
```

(6)   *ein* [*interessantes Beispiel*]
      an interesting   example
      'an interesting example'

In order to align the gloss with the beginning of the source word, and not with the bracket, you can use \hspaceThis\{[\

```
\ea
\gll ein {\ob}interessantes  Beispiel{\cb}\\
     an \hspaceThis{[}interesting      example\\
\glt 'an interesting example'
\z
```

(7)   *ein* [*interessantes Beispiel*]
      an   interesting   example
      'an interesting example'

In typological series examples often come with the language name and references. The examples on page 8 are typeset as follows:

```
\ea
  \langinfo{Mising}{Sino-Tibetan}{\citealt[69]{Prasad91a}}\\
  \gll azɔ́në dɔ́luŋ\\
       small village\\
  \glt 'a small village'
\z
```

(8)   Mising (Sino-Tibetan; Prasad 1991: 69)
      azɔ́në dɔ́luŋ
      small village
      'a small village'

```
\ea
  \ea
    \langinfo{Apatani}{Sino-Tibetan}{\citealt[23]{Abraham85a}}\
    \gll aki atu\\
         dog small\\
    \glt 'the small dog'
  \ex
  \langinfo{Temiar}{Austroasiatic}{\citealt[155]{Benjamin76a}}\
    \gll dēk mənū?\\
         house big\\
    \glt 'big house'
  \z
\z
```

(9) a. Apatani (Sino-Tibetan; Abraham 1985: 23)
         aki atu
         dog small
         'the small dog'

     b. Temiar (Austroasiatic; Benjamin 1976: 155)
         dēk   mənūʔ
         house big
         'big house'

11.2 `jambox`

The package jambox by Alexis Dimitriadis can be used to provide information about the language of an example or about a certain other aspect to be highlighted.

(10) a. Ingrid kiel-et   il-mazzit-a.   (SVO)
          Ingrid eat-3sg.f def-black.pudding-sg.f
          'Ingrid ate black pudding.'

      b. Kielet ilmazzita Ingrid.   (VOS)
      c. *Kielet Ingrid ilmazzita.   (VSO)
      d. Ingrid ilmazzita kielet.   (SOV)
      e. Ilmazzita Ingrid kielet.   (OSV)
      f. Ilmazzita kielet Ingrid.   (OVS)

The call of \jambox has to follow the linebreak after the gloss:

```
\ex[]{
\label{ex-ingrid-kielet-ilmazzita}
\gll Ingrid kiel-et il-mazzit-a.\\
     Ingrid eat-3fsg def-black.pudding-fsg\\ \jambox{(SVO)}
\glt 'Ingrid ate black pudding.'
}
```

The distance from the right margin can be specified by passing the largest object to be placed in a jambox to \settowidth:

(11)	a.	The man reads the book.	(English)
	b.	Manden læser bogen.	(Danish)
	c.	Der Mann liest das Buch.	(German)

```
\ea
\settowidth\jamwidth{(German)}
\ea The man reads the book.     \jambox{(English)}
\ex Manden læser bogen.         \jambox{(Danish)}
\ex Der Mann liest das Buch.    \jambox{(German)}
\zl
```

11.3 Trees: `forest`

Linguistic trees can be typeset with the `forest` package. An example is given below.

```
\begin{forest}
  [VP
    [DP[John]]
    [V'
      [V[sent]]
      [DP[Mary]]
      [DP[D[a]][NP[letter]]]
    ]
  ]
\end{forest}
```
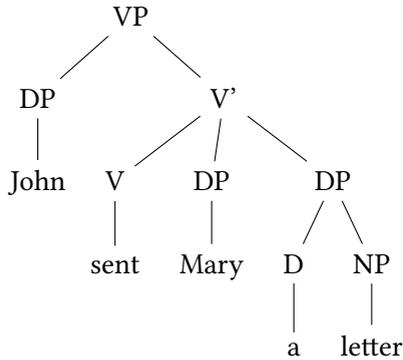
A more complicated example, showing the power of the `forest` package is given below

```
 \begin{forest}
myGP1/.style={
GP1,
delay={where tier={x}{
for children={content=\textipa{##1}}}{}},
tikz={\draw[dotted](.south)--
(!1.north west)--(!l.north east)--cycle;},
for children={l+=5mm,no edge}
}
[VP[DP[John,tier=word,myGP1
[O[x[dZ]]]
[R[N[x[6]]]]
[O[x[n]]]
[R[N[x]]]
]][V'[V[loves,tier=word,myGP1
[O[x[l]]]
[R[N[x[a]]]]
[O[x[v]]]
[R[N[x]]]
[O[x[z]]]
[R[N[x]]]
]][DP[Mary,tier=word,myGP1
[O[x[m]]]
[R[N[x[e]]]]
[O[x[r]]]
```

```
[R[N[x[i]]]]
]]]]
\end{forest}%
```

```
                              VP
                  DP                      V'
                   |              V              DP
                   |              |               |
                  John          loves           Mary
```

O R O R O R O R O R O R O R O R

| | | | | | | | | | | | | | | |

x N x N x N x N x N x N x N x N

| | | | | | | | | | | | | | | |

dZ x n x l x v x z x m x r x

| | | |

6   a   e   i
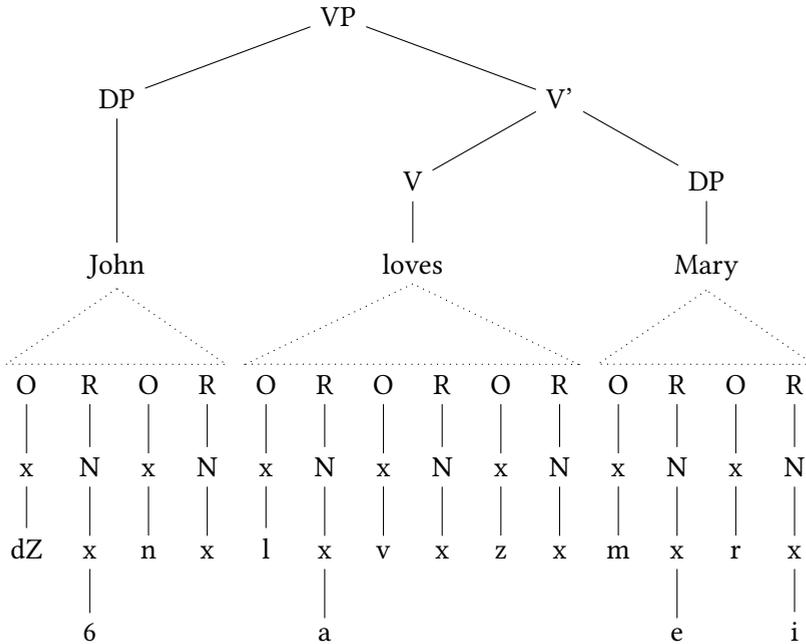
11.4 DRSes: `drs`

DRSes can be typeset using the `drs` package by Alexis Dimitriadis. There are various commands that let you typeset simple DRSes, ones with implications and DRSes with quantifiers. Some examples from the manual are given below:

x y
Jones(x)
Ulysses(y)
x owns y

```
\drs{x y}{Jones(x) \\ Ulysses(y) \\ x owns y}
```

$$
\boxed{\begin{array}{c}
\underline{x} \\
\text{Jones(x)} \\[4pt]
\boxed{\begin{array}{c} \underline{y} \\ \text{donkey(y)} \\ \text{x owns y} \end{array}} \Rightarrow \boxed{\begin{array}{c} \underline{z\ w} \\ z = x \\ w = y \\ z \text{ feeds } w \end{array}}
\end{array}}
$$
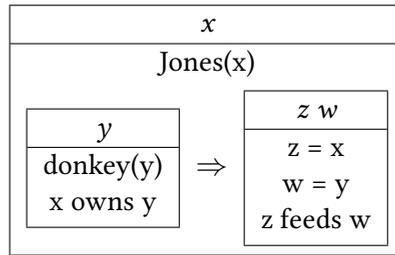
```
\drs{x}{Jones(x) \\
    \ifdrs{y}{donkey(y)\\x owns y}
        {z w}{z = x\\ w = y\\ z feeds w}}
```

$$
\boxed{\begin{array}{c}
\underline{X} \\
\text{the lawyers(X)} \\[4pt]
\boxed{\begin{array}{c} \underline{x} \\ x \in X \end{array}}\ \Diamond_{\text{every } x}\ \boxed{\begin{array}{c} \underline{y} \\ \text{secretary(y)} \\ \text{x hired y} \end{array}}
\end{array}}
$$
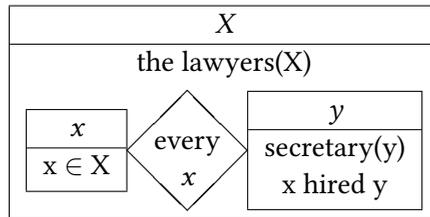
```
\drs{X}{ the lawyers(X) \\
    \qdrs{x}{x $\in$ X}
        {every}{x}
        {y}{secretary(y) \\ x hired y}}
```

11.5 AVMs

The package for typesetting AVMs that is most widely used is the package `avm` by Chris Manning.

(12) shows an example of an AVM typeset with the `avm` package:

(12)
$$
\begin{bmatrix}
\text{PHON} & \left\langle \textit{PORCUPINE} \right\rangle \\[4pt]
\text{FEAT-A} & \boxed{10}\ \begin{bmatrix}
\text{FEAT-AA} & \textit{type-aa} \\[4pt]
\text{FEAT-AB} & \left\langle \begin{bmatrix} \text{SYNSEM|LOC|CAT|HEAD} & \textit{type-aba} \\ \text{FEAT-ABC } \textit{TYPE-ABC} \end{bmatrix}, \text{NP} \right\rangle \\[4pt]
\textit{type-a}
\end{bmatrix} \\[4pt]
\text{FEAT-B} & \boxed{10}\ \textit{TYPE-B} \\
\textit{SOME-TYPE}
\end{bmatrix}
$$
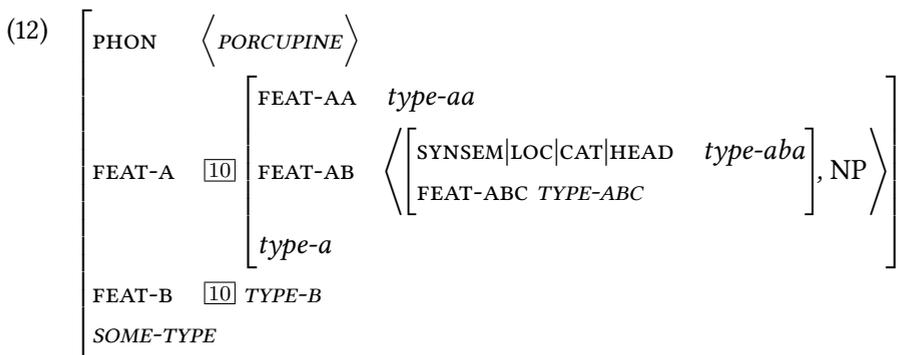
```
\begin{avm}
\[phon   & \< {\itshape porcupine\/} \>\\
  feat-a & \@{10} \[feat-aa & type-aa\\
                     feat-ab & \< \[ synsem|loc|cat|head & typ
                                      feat-abc \tpv{type-abc}
                                    \],
                                    \textup{NP} \>\\
                     \tp{type-a}
                   \]\\
 feat-b & \@{10} type-b\\
 \tp{some-type}
\]
\end{avm}
```

The command \tp is defined as follows (the code is taken from Detmar Meurers'
avm+):

```
% command to fontify the type values of an avm
\newcommand{\tpv}[1]{{\avmjvalfont #1}}

% command to fontify the type of an avm and avmspan it
\newcommand{\tp}[1]{\avmspan{\tpv{#1}}}
```

A more complex example is given in (13):

(13)

$$WORD \rightarrow \begin{bmatrix} \text{MORPHS} & \boxed{e_1} \bigcirc \cdots \bigcirc \boxed{e_n} \\ \text{MORSYN} & \boxed{0} \left(\boxed{m_1} \uplus \cdots \uplus \boxed{m_n}\right) \\ \\ \text{RULES} & \left\langle \begin{bmatrix} \text{MORPHS} & \boxed{e_1} \\ \text{MUD} & \boxed{m_1} \\ \text{MORSYN} & \boxed{0} \end{bmatrix}, ..., \begin{bmatrix} \text{MORPHS} & \boxed{e_n} \\ \text{MUD} & \boxed{m_n} \\ \text{MORSYN} & \boxed{0} \end{bmatrix} \right\rangle \end{bmatrix}$$

The code is given below:

```
\begin{avm}
  {\itshape word\/} $\rightarrow$
  \[ morphs & $\@{e_1}\bigcirc\cdots\bigcirc\@{e_n}$\\
     morsyn & \@0 $(\@{m_1}\uplus\cdots\uplus\@{m_n})$\\
     rules  & \< \[ morphs & \@{e_1}\\
                    mud & \@{m_1}\\
```

```
            morsyn & \@0\], \ldots,
        \[morphs & \@{e_n}\\
         mud     & \@{m_n}\\
         morsyn & \@0\] \>
   \]
 \end{avm}
```

With the `avm` package it is possible to use brackets as they are used in AVMs.

The package has a good documentation and we will not repeat all the details here.

11.6 OT tableaux

This section just provides a simple example of how Optimality Tableaux can be typeset.

```
\begin{tabular}[t]{r|c|c|c|}
\cline{2-4}
      & /qi/  & qi    & qi              \\
\LCC
      &       &       & \lightgray \\ \cline{2-4}
\hand & [qi]  &       & *               \\ \cline{2-4}
      & [*qi] & *!    &                 \\ \cline{2-4}
\ECC
\end{tabular}
```

	/qi/	qi	qi
☞	[qi]		*
	[*qi]	*!	

11.7 Intonation

We have created a small command for intonation pattern shown over examples. Use `\intline{height}{text}` to add a line of the specified height directly over the text. Use `\dline{height}{slope}{length}` to add a descending line. Finding the right slope and length requires some testing.

```
\ea
\gll
\intline{18}{iˈ}%
\intline{20}{we}%
\intline{16}{ra} %
\intline{14}{mu}%
–\intline{14}{ˈep} %
\intline{10}{maa} %
\intline{12}{ˈuu}%
\dline{12}{3}{24}p-i-nen \\
coconut  scrape-\textsc{ss.seq} food  cook-\textsc{Np-fu}.1s
\glt‘I will scrape a coconut and cook food.’
\z
```

(14) iˈwera mu-ˈep   maa ˈuup-i-nen
      coconut scrape-ss.SEQ food cook-NP-FU.1s

      ‘I will scrape a coconut and cook food.’

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Name index

Subject index