



Notes for Authors

1 Preparation of manuscripts

Manuscripts should be in 11 pt. Times New Roman, should not normally exceed 10 pages and should be typed *double-spaced* on one side only of A4 paper with a 3 cm margin all round. Pages should be numbered consecutively throughout. A cover sheet should include author(s) name(s), affiliation, full postal address and email address, telephone and fax numbers where possible. Quoted words or sections in running text should be in single quotes with double quotes within.

2 References

Use the system, which *in the text* cites authors and year of publication, e.g. (Rose, 1995: 43) or Rose (1995: 43); use 'et al.' when citing a work by more than two authors and a, b, c, etc. to distinguish citations of different works by the same author in the same year. All references cited in the text should be listed alphabetically and presented in full after the notes, using the following style:

Articles in journals:

Pilkington, A. (1990) 'A Relevance Theoretic View of Metaphor', *Parlance* 2(2): 102-17.

Books:

Doughty, P., Pearce, J. and Thornton, G. (1972) *Exploring Language*. London: Edward Arnold.

Articles in books:

Cooper, W.E. and Ross, J.R. (1975) 'World Order', in R.E. Grossman, L.J. San and T.J. Vance (eds) *Papers from the Parasession on Functionalism*, pp. 63-111. Chicago, IL: Chicago Linguistics Society.

Unpublished works:

Cook, G. (1990) 'A Theory of Discourse Deviation', unpublished PhD thesis, University of Leeds.

3 Tables Tables should be typed (double line-spaced) on *separate sheets* and their position indicated by a marginal note in the text.