

GULLP paper style sheet

Introduction

Thank you for submitting your paper to be considered for the 1st issue of GULLP's electronic journal. We ask that you use this style sheet while you prepare your papers to ensure that all papers share a common visual presentation.

This uniformity will help selection committee members focus on the content of each paper.

Instructions

1. Compose your paper using the styles defined on the second page of this document.

Considerations during this stage

- All papers must consist of an abstract of no more than 300 words, the actual paper, and a choice of no more than 10 key words.
 - Papers can be written in English, Portuguese or Spanish. The total amount of pages, including abstract and references, will not exceed 25 pages.
 - Do not include any identifying information in your paper, since we want to keep your identity confidential during the selection process.
 - Do not deviate from the styles to fit more information onto the page. *We will especially frown on papers that use smaller font/font size to fit more information.*
 - Proofread your paper.
2. Submit your paper on .DOC or .RTF format to gullp@georgetown.edu. Please include the following information in the body of the email:
 - Name
 - E-mail address
 - Affiliation
 - Linguistic field

Title of Paper [Title style]

*12 pt. Arial, Bold
Center aligned
1 line white space following*

Heading

12 pt. Arial; Bold

Left aligned

No lines of white space following – Use only one level of headings, if you need headings at all

Normal body text for the paper

12 pt. Arial

Left aligned

Single- spaced with one line of white space between paragraphs - no indents

Examples/data or lists

- 1) Use the style for normal body text.
- 2) Indent 0.5 inches.
- 3) Type the number (1,2,3,...) followed by a closing parenthesis ')’.
- 4) Insert a line of white space before and after each series of examples.
- 5) If the example runs onto two or more lines, much like this sentence, then indent the following line so that the two are flush (Word deals with this automatically).
- 6) a. Using letters is fine for sub-examples/points.
b. Use lower-case letters from the start of the alphabet.

References

The references style is based on the normal body text style with a 0.5 inch hanging indent with the following general format:

Last, First MI. Year. Paper title. *Larger volume/book, if any.* Volume #/Issue #:
Page #s. Imprint City: Publisher.

Margins

1” for all sides on an 8.5”x11” paper. (Please create your work for 8.5”x11” paper, since we will print on those size sheets).