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## **GUIDELINES FOR PUBLICATION**

1. In order to be considered for publication in *GRETA Journal*, full manuscripts should be sent to [submissions@gretajournal.com](mailto:submissions@gretajournal.com) as an attachment.

2. Articles will be published in English or Spanish.

3. They should be no longer than **eight** typewritten, single-spaced **pages** in A-4 size paper.

4. The following **information** should be included:

a) Title of article, name of author(s), profession, present position.

b) Biodata.

c) An abstract of no more than 150 words in the language of the article.

### **5. Font and spacing:**

Manuscripts should be justified and presented in *Times New Roman* 12 for the body of the article; 11 for separate paragraph quotations; 10 for end notes, tables, figures, charts, or appendices; and 8 for abstracts.

Quotes should be written in italics.

Words written in a language different from that of the article should also be written in italics.

Texts should be single-spaced. A double space should be included between paragraphs and subtitles.

6. **Headings** should be written in capital letters.

7. **Notes** should be brief and should be incorporated at the end of the article, before the references, and should be numbered consecutively. Use of notes to indicate bibliographical references should be avoided.

8. **Figures, tables, and illustrations** should be included as they are mentioned in the text.

#### 9. **Quotes:**

Quotes under four lines of length should be integrated within the text by using double quotation marks. Simple quotation marks will be used to include quotes within quotes. Quotes which are four lines long or longer should be included in a separate paragraph, without quotation marks and in *Times New Roman* 11.

All quotes should be written in italics.

#### 10. **In-text citations:**

Authors should be cited as follows in the body of the article:

- Ellis (1994: 9)
- (Larsen-Freeman and Long, 1991: 21)

If several authors appear in parentheses, they should be ordered chronologically and separated by a semi-colon:

- (Bybee, 1973: 12; Croft, 1981: 214; Burton, 1992: 593) .

If several works by the same author are cited, lower case letter a, b, c, ... should be added to the year of publication without spacing:

- (Sapir, 1949a: 121)
- (Sapir, 1949b: 98)

#### 11. **References:**

References should appear in alphabetical order. Only those references mentioned in the body of the article should be included in the bibliography. Titles of books should be written in italics. Titles of journal articles should be written inside quotation marks, and the journal and issue number should be written in italics. The following are examples of this basic format.

##### **a. Books:**

Dickinson, L. 1987. *Self-instruction in Language Learning*. Cambridge University Press.

**b. Books with one or several editors:**

Perlmutter, D., ed. 1983. *Studies in Relational Grammar 1*. Chicago: The University of Chicago Press.

Perlmutter, D., and C. Rosen, eds. 1987. *Studies in Relational Grammar 2*. Chicago: The University of Chicago Press.

**c. Book chapters in edited books:**

Corder, S. 1983. "A role for the mother tongue". *Language Transfer in Language Learning*. Eds. S. Gass and L. Selinker. M.A.: Newbury House. 85-97.

**d. Journals:**

Dik, S. 1986. "On the notion 'functional explanation'". *Belgian Journal of Linguistics* 1/4: 11-52.

**e. Proceedings:**

Tucker, G. 1990. "An overview of Applied Linguistics". *Learning, Keeping and Using Language. Selected Papers from the 8th World Congress of Applied Linguistics, Sydney, 16-21 August 1987*. Eds. M. A. K. Halliday, J. Gibbons, and H. Nicholas. Amsterdam/Philadelphia: John Benjamins. 1-6.

**f. Internet documents:**

Fauconnier, G. and M. Turner. 1994. "Conceptual projection and middle spaces". UCSD: Department of Cognitive Science Technical Report 9401. San Diego. [Internet document available at <http://cogsci>]

**g. If several works by the same author** are cited, his/her last name should be systematically repeated in the references:

Langacker, R. 1990. *Concept, Image and Symbol: The Cognitive Basis of Grammar*. Berlin: Mouton.

Langacker, R. 1991. *Foundations of Cognitive Grammar 2: Descriptive Application*. Stanford, CA: Stanford University Press.