A stylesheet for NUSA

Anthony Jukes [small caps for the name part for citation, e.g. family name, given name, father’s name]

CRLD (Affiliation first line)  
La Trobe University (Affiliation extra line)

This is a stylesheet and template Word document for NUSA. The abstract is 10pt Times New Roman, with a 1 cm indent left and right. The abstract should not exceed 10 lines. Abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract abstract.

# 1. Heading 1 is Arial 12pt bold without extra capitalization[[1]](#footnote-1)

Normal text is Times New Roman, single-spaced and justified, with a 6pt gap before and after paragraphs.

Top and bottom margins are 2.5cm, left and right margins are 3cm with no gutter. Header is 1.25cm from edge, footer is 1.5. Paper size is A4 (it is reduced to JISB5 for printing). Papers start on an odd page number, and there is no header on the first page. Even page headers show the volume number and year, odd page headers show author and title (sometimes abbreviated to fit in the header space). The first page footer contains bibliographic information and permanent URL/handle (as shown). Bookmarks at the beginning and end of the paper provide the page span in the footer (e.g 27–29).

References are (author date:page) (Sneddon 2006:70) with the bibliography at the end. All author names should be spelled out, unless there are four or more authors: Arka & Manning (1998), Guilfoyle, Hung & Travis (1992), Alwi et al. (1998); not Guilfoyle et al. (1992), Alwi, Dardjowidjojo, Lapoliwa & Moeliono (1998). Footnotes are for additional or digressional information and should be kept to a minimum.[[2]](#footnote-2) “Enclose quotations up to three lines with double quotation marks. Note that a fullstop appears before the closing quotation mark.”

Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Block quotes are indented 1cm left and right. Use block quotes only for quotations exceeding three lines. Quotations marks are not needed in this case. Indicate any omissions with “. . . ”, e.g. “Guilfoyle, Hung & Travis (1992) claim . . . that their names should not be omitted.”

Examples are numbered, with a 1cm tab stop before the text of the example. The text line is in italics. Grammatical glosses should conform to Leipzig Glossing Rules and be in small caps. Enclose free translations with single quotation marks, with fullstops inside the quotation marks. The extra 3pt space before the free translation is optional.

(1) An example formatted with tabs  
an example formatted with tabs

‘A free translation.’

(2) Some authors like four lines  
some author -s like four line -s  
some author -pl like four line -pl

‘Some authors like an extra line for morpheme breaks. This is OK.’

(3) *A long example like this should have a 3pt space*  
A long example like this should have a 3pt space

*between the blocks. Press Alt + Enter for no space and*  
 between the blocks. Press Alt + Enter for no space and

*Enter for a 3pt space.*  
 Enter for a 3pt space.

‘Free translation for the long example. The beginning of the second line should be indented by adjusting the ruler.’

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| (3) | *Better* | *still,* | *line* | *up* | *with* | *tables.* |
|  | better | still | line | up | with | tables |

‘It can be better to format examples with tables.’

Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text.

* A bulleted list
* Another bulleted item on the list

Tables should be formatted with minimal borders, left-aligned by default, with the caption above the table. Tables that extend to multiple pages should be avoid. For small tables, try placing them at a different place (e.g. top of the page). For large ones, try splitting them into smaller tables that fit in a single page. A blank paragraph before/after is optional.

**Table . Cirebon Javanese demonstrative adverbs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Manner | Goal | Location | Amount |
| Proximal | *Kenen* | *mene* | *kene* | *semene* |
| Medial | *Konon* | *mono* | *kono* | *semono* |
| Distal | *Kanan* | *mana* | *kana* | *semana* |

Figures should be centered, with the caption below the figure, as in Figure 1.

Figure_and_Ground.eps

Figure 1. Figure-ground array

## 1.1 Heading 2 is Arial 11pt

Numbered headings below Heading 3 are not preferred.

### 1.1.1 Heading 3 is Arial 10pt

Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text. Some more normal text.

# Abbreviations

List all the abbreviations used in your paper, including those in the Leipzig Glossing Rules list, here.

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | first person | 2 | second person |
| 3 | third person | av | actor voice |
| caus | Causative | cmp | completed |
| dir | Directional | du | dual |
| emph | emphatic particle | excl | exclusive |
| exclm | exclamation | hab | habitual |
| incl | inclusive | intr | intransitive |
| irr | irrealis mode | iter | iterative aspect |
| loc | locative | neg | negator |
| nmlz | nominalizer | pau | paucal |
| pfv | perfective | pl | plural |
| prtcl | particle | recp | reciprocal |
| red | reduplication | rel | relativizer |
| sg | singular | st | stative |
| tr | transitive | vblzr | verbalizer |

# References

[NUSA adopts the Unified Stylesheet for Linguistics developed by the Committee of Editors of Linguistics Journals. The bibliography style file unified.bst is available at http://celxj.org/.]

Alwi, Hasan, Soenjono Dardjowidjojo, Hans Lapoliwa & Anton M. Moeliono. 1998. *Tatabahasa baku bahasa Indonesia*, edisi ketiga. Jakarta: Balai Pustaka.

Arka, I Wayan & Christopher D. Manning. 1998. Voice and grammatical relations in Indonesian: A new perspective. In Mirriam Butt & Tracy Holloway King (eds.), *Proceedings of the LFG98 conference*. Stanford, CA: CSLI Publications.

Asmah Haji Omar & Subbiah Rama. 1968. *An introduction to Malay grammar*. KualaLumpur: Dewan Bahasa dan Pustaka. [Muslim names can be written as either ‘given\_name father’s\_name’ or ‘father’s\_name, given\_name’. Use the former style for Malaysian, Singaporean and Brunei authors.]

Guilfoyle, Eithene, Henrietta Hung & Lisa Travis. 1992. Spec of IP and Spec of VP: Two subjects in Austronesian languages. *Natural Language and Linguistic Theory* 10. 375–414. [Use – (n-dash) instead of - (hyphen) to indicates ranges.]

Shiohara, Asako. 2010. Sunbawago no genkou nikakawaru settouji *N-* to *bar-* [The twovalence-decreasing prefixes *N-* and *bar-* of Sumbawa]. *Ajia-Afurika no Gengo to Gengogaku* 4. 61–84. [Provide translation for titles in languages other than English and Standard Malay/Indonesian.]

1. **Acknowledgements** (if any) should appear in the first numbered footnote put after the first section heading. [↑](#footnote-ref-1)
2. Footnote text is 10pt Times New Roman. [↑](#footnote-ref-2)