

Request for submitting manuscripts for the Proceedings of the 23rd Annual Conference of the Pragmatics Society of Japan (PSJ) (Vol. 16)

[For participants who presented papers in English]

Since 2005, the Pragmatics Society of Japan has been publishing presentations given at its Annual Conference for publication in a volume of proceedings. The following are instructions for use in preparation of manuscripts by those who have presented their work at the Conference as **lecture presentations**, in **workshops**, or **poster sessions** and are willing to submit manuscripts to the proceedings. It is not necessary to submit your manuscript if you are not considering contributing to the proceedings.

Instructions for Preparing Manuscripts

1. Writing requirements

1. Paper and length:

All manuscripts should be submitted on A4 size. Manuscripts for **lecture presentations** should be **no more than eight** pages, and for **workshops** or **poster sessions** should be **no more than four** pages in length. Please note that these length restrictions include the abstract and the reference list. There is no restriction on the number of words or characters per page.

2. Format:

- a. Margins: top and bottom, 3 cm; right and left, 2.5 cm. Number of lines per page, number of characters per line, and line spacing are not restricted (however, extremely small characters should not be used).
- b. The first page of the manuscript should begin with the title (**all content words should be capitalized**), the author's name (**family name CAPITALIZED**), and the author's affiliation (e-mail address optional), followed, **after two blank lines**, by the **abstract** and the main text. (see "The Image of Your Title Page" on the next page)
 - * In the case of co-authored papers, each author's name and affiliation should be written right-aligned under the form of "Name (Affiliation)" with one line for each author.
- c. The introductory section or prefatory remarks should be numbered from 1, not 0.
- d. Examples should be preceded and followed by one blank line. Each new section should be preceded by one blank line.
- e. No information should be included at the header or footer of each page.
- f. If notes are included, they should be placed at the end, between the main text and the reference list.

- g. References should follow the style sheet of *Goyoron Kenkyu (Studies in Pragmatics)* (see the homepage of PSJ <http://www.pragmatics.gr.jp/publications.html>)
- * English and Japanese articles are not separately listed and arranged in alphabetical order.

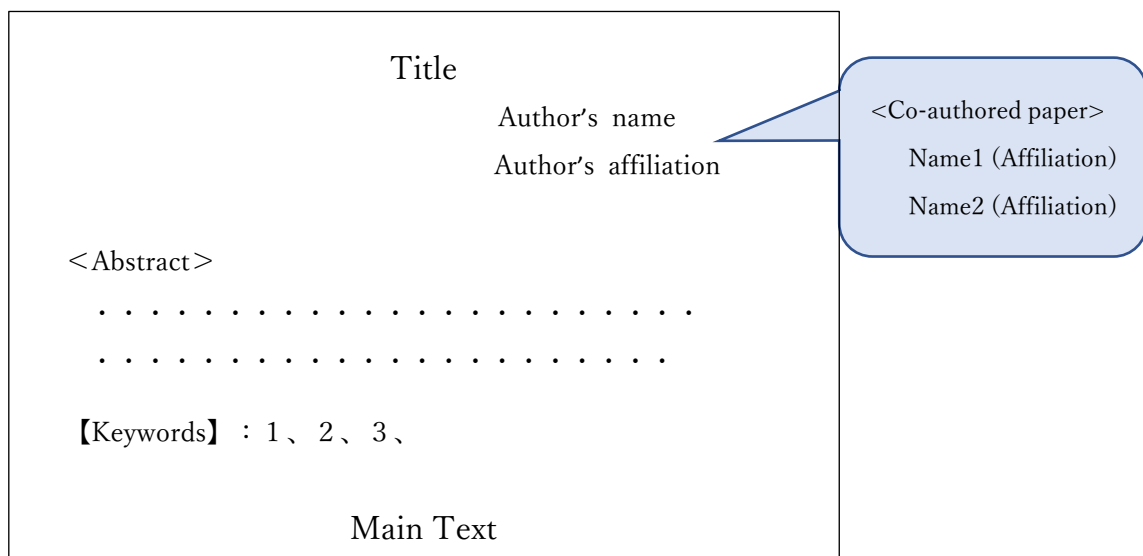
3. Abstracts:

- a. All abstracts should be written in English and should **be about 100 words in length**.
- b. The abstract should appear on the first page of the manuscript, after the title, author's name, and author's affiliation. The abstract should begin with the word '<Abstract>' in the upper left corner and the first line should not be indented.

4. Keywords:

- a. A maximum of 5 keywords should be given below the abstract, preceded by **one blank line** and '【Keywords】 :'. [Refer to the figure below.]
- b. Main text should be preceded by **two blank lines**.

The Image of Your Title Page



2. Other important points

- a. Aside from necessary corrections based on comments from the audience at your presentation, manuscript contents should be faithful to the content of the presentation actually given at the Annual Meeting. Especially, you are **not allowed to change your paper title** in the proceedings from the one at your presentation.
- b. Manuscripts should be written in **English** (the same language you used at the presentation).
- c. Papers in the proceedings can be submitted to *Goyoron Kenkyu (Studies in Pragmatics [S/P])* with an appropriate revision.

3. Method of submission

- a. Your manuscript (Microsoft Word [doc /docx] in principle. We are now considering the feasibility of uploading PDF as well.) should be uploaded through “LOG IN (Mypage)”, which will be open in February, 2021, on the conference homepage. In case you are an organizer of a workshop, you are required to collect and submit manuscripts of all the contributors.
- b. According to the instruction of submission on “Mypage”, you are asked to give information on the manuscript as well as author’s name and e-mail address.

4. Deadline of submission

Due no later than 23:59 (JST) on Wednesday, March 31st, 2021

* Please note that the submission page will be closed after the above deadline and you cannot submit any paper after that. The Conference Division Committee will consider that not submitting your manuscript by the deadline is equal to you not willing to contribute to the proceedings. We appreciate your kind understanding.

* If you have any inquiries or concerns, please contact us at the following address by no later than Thursday, March 25th, 2021:

proceedings@pragmatics.gr.jp (Lala TAKEDA)