Title of the article: capitals for the first letters of content words; justified, bold, Century Gothic font 12

First author’s full name, author’s affiliation and email, below the first author, justified, Century Gothic font 10
Second author’s full name (if any), author’s affiliation and email, below the second author, justified, Century Gothic font 10

Abstract
The abstract must be in Century Gothic Font 10, single spacing. The abstract is between 100-200 words or 8-16 lines.

Keywords: put three to five keywords separated by a semi-colon and listed in alphabetical order.

1. First section
The titles of the sections must NOT be numbered. They must be in bold and only the first letter in capitals. Example: Introduction, Theoretical Framework, Research Methodology, Findings and Discussion, Conclusion and Suggestion. The whole body of the text, the titles of the sections, and the titles of the subsections must be in Century Gothic 11, 1.5 spacing. For highlighted parts, it is recommended to use italics. However, authors may also use bold or underline as necessary.

All paragraphs must start with a tab stop 1.25 cm (i.e. press <TAB>). The paragraphs must always be justified. The pages must NOT be numbered. The total number of words (excluding the references) is between 3500 to 4000 words or around 10-15 pages.

1.1 Quoting not more than three lines
For an in-text citation, i.e. not more than three lines, the following model must be used. Tono (2001: 161) states that when dictionary users are presented with several definitions, they tend to choose the first definition. For direct quotations, the text must be between quotation marks.

1.2 Quoting more than three lines
Quotations longer than three lines must be 1 cm from the left, Century Gothic Font 10, single spacing, as the following example. Hartmann and James (2002: 1) define an abbreviation as follows:

A shortened form of a word, phrase or term which represents its full form. Abbreviations can be subdivided into ‘clippings’ (vet for veterinary surgeon), ‘contractions’ (don’t for do not), ‘acronyms’ (EURALEX for European Association for Lexicography), ‘initialisms’, ‘aerophones’ or ‘alphabetisms’ (DRC for Dictionary Research Centre, VIP for very important person) and ‘blends’ (brunch for breakfast/lunch).
Guidelines for Article Submission

2. Graphics, tables and illustrations

The graphics, tables and illustrations must appear centralized and their legend must be above them. They also must be numbered. The title of the legend must be in Century Gothic font 11, in bold. The text must be also in font Century Gothic font 10. The first row of a table can be made in bold, if necessary. See Table 1, as an example.

Table 1: This is an example

<table>
<thead>
<tr>
<th>Data</th>
<th>Data</th>
<th>Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Xxxxx</td>
<td>Xxx</td>
<td>Xxxx</td>
</tr>
<tr>
<td>Xxxx</td>
<td>Xxxxxx</td>
<td>Xxxxxx</td>
</tr>
</tbody>
</table>

References

The references must be in alphabetical order. The next line is with a hanging indent of 1.25.

(Books)

Last name, First name initial. Year of publication. Name of the book in italics, even after the colon. City of publication: Publisher.


(Chapters from books)

Last name, First name initial. Year of publication. Title of the chapter with no highlighting. In Last name, First name initial (ed.). Title of the book in italics. City of publication: Publisher, page numbers.


(Articles from journals)

Last name, First name initial. Year of publication. Title of the article with no highlighting. Name of the journal in italics, Volume(issue), page numbers.

Guidelines for Article Submission

(Conference proceedings)
Last name, First name initial. Year of publication. Title of the article with no highlighting. Title of proceedings or Title of conference in italics. City: Organizer, page numbers.


(Webpages)

Webpage title in italics. Available at webpage address. (Accessed date).

(Dictionaries)

Title in italics, edition. Year of publication. City of publication: Publisher.

Writer Information

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Affiliation</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Phone Number</td>
<td></td>
</tr>
</tbody>
</table>