

# *Mind and Language*

## Style Sheet

Please make sure that your typescript conforms to the following:

- (i) **double-spaced** throughout—including reference list—and the pages numbered;
- (ii) **single quotes** throughout, except for quotes within quotes (outer quotes to be single);
- (iii) **citations** in author-date format (i.e. '...the argument in Jones, 1990...') to be incorporated into the text so as to minimize footnotes;
- (iv) **footnotes** (at the bottom of each page), not endnotes;
- (v) a consolidated alphabetical list of **References** at the end of the article which follow the format given in the sample below (note that article titles have initial capitals only, but book titles have main word capitals):

### References

References should be in *alphabetical order* by author, and, if there is more than one entry for an author, in date order for that author (using 'a', 'b' etc, if there is more than a single reference for that author in a given year) . Below are some examples of difference types of reference.

Dummett, M. 1973: *Example of a Book Reference*. London: Duckworth.

Burge, T. 1979: Example of a journal article reference. *Synthese*, 40, 265-81.

Kripke, S. 1979: Example of an article in an edited collection. In A. Margalit (ed.),  
*Meaning and Use*. Dordrecht: Reidel.

Margolis, E. and Laurence, S. (eds) 1999: *Example of an Edited Book Reference*.  
Cambridge, MA.: MIT Press.

- (vi) numbered sections and sub-sections with headings (capital letters for main words in these headings) with layout as in the sample below:

## 1. In Dublin's Fair City

Note the extra line space after heading and the fact that this first paragraph is not indented and is separated from heading by an extra line space. All headings should be in bold, but do not use bold for any other purpose. Citations are incorporated in the text in the author-date style (Guttenplan, 2000). Single quotes throughout.

Later paragraphs are indented. The paper should be double-spaced throughout.

### 1.1 And Furthermore

Sub-section headings also have capital letters for the main words, and—as above—with no extra line space between heading and text.

**1.1.1 Finally** If a sub sub-heading is absolutely necessary, the associated text should appear on the same line as the heading.

(vii) In addition to the above, your contribution should have:

- (1) an **Abstract** of 60-100 words on the first page;
- (2) a short form of **affiliation**, right justified, at the end of article, i.e.:  
*Department*  
*Institution*
- (3) an **un-numbered note** at the foot of the first page which should include acknowledgements and on separate lines:  
Address for correspondence:  
Email:
- (4) a **word count**.