Guidelines for formatting the publications of the Mother Tongue Society

04.02.2025

Text

- Paragraphs are separated from each other by indentation, not by a larger paragraph break. Indentation is created without using spaces or tab characters.
- Words are not hyphenated, including the use of a hyphen.
- The range ('up to') is marked by a half-long, so-called en dash (–), not a hyphen (-).
- The same half-long en dash is also used in a sentence.
- The omission of a quote is indicated by a double-point.
- Quotation marks are in the form of „99 down and 66 up", for example, „Kihnu raamat".
- Examples, lists, drawings, tables, etc. are numbered manually, not automatically.

Tables, figures, photos, and other illustrative material

Figures and tables are placed in the text. If the figures and tables are large, they can be placed in the appendices. Figures, tables, etc. in the text are numbered continuously, unless there is only one in the text. The figures, tables, etc. can be referred to in the text using *see*, for example: (see Figure 1). The caption of a figure is below the figure, the caption of a table is above the table.

Citations in the text

Citations are made by name/title/abbreviation, year and page number, for example (Erelt 2004: 35). If the publication has two or three authors, the first two are separated by a comma and an ampersand (&) is added before the third, for example (Hint, Leijen & Jürine 2022). For four or more authors, use the abbreviation „et al." in the reference, for example (Erelt et al. 1995). References to different works are separated by a semicolon and arranged in order of publication, for example (Erelt et al. 1995; Hint, Leijen & Jürine 2022). If the year is missing, the abbreviation „s. a." (*sine anno*) is used.

On first mention, all names are written out, for example, „according to Mati Erelt ..“, later use the last name. If the author's name is mentioned in the text, it does not need to be repeated in parentheses, for example: „Erelt (2004: 35) has shown that ..“

References

Monographs

Goldberg, Adele E. 1995. *Constructions: A Construction Grammar approach to argument structure*. Chicago, London: The University of Chicago Press.

Heine, Bernd & Tania Kuteva. 2002. *World lexicon of grammaticalization*. Cambridge: Cambridge University Press.

Rätsep, Huno. 1978. *Eesti keele lihtlausete tüübid* (Eesti NSV TA Emakeele Seltsi toimetised 12). Tallinn: Valgus.

Hyland, Ken. 2004. *Disciplinary Discourses: Social Interactions in Academic Writing* (Michigan Classics Edition). Ann Arbor: University of Michigan Press. https://doi.org/10.3998/mpub.6719

Tauli, Valter. 1973. *Standard Estonian grammar. Part I: phonology, morphology, word-formation* (Acta Universitatis Upsaliensis. Studia Uralica et Altaica Upsaliensia 8). Uppsala: Almqvist & Wiksell.

Jürine, Anni. 2016. *The Development of Complex Postpositions in Estonian: A Case of Grammaticalization via Lexicalization* (Dissertationes Philologiae Estonicae Universitatis Tartuensis 38). Tartu: University of Tartu Press.

Edited volumes

Malchukov, Andrej L. & Andrew Spencer (eds.). 2009. *The Oxford handbook of case* (Oxford Handbooks in Linguistics). Oxford, New York: Oxford University Press. https://doi.org/10.1093/oxfordhb/9780199206476.001.0001

Chapter in a book

Õim, Haldur. 1965. *Tulema*, *saama* ja *pidama* tähenduste strukturaalne analüüs. *Keel ja struktuur 1. Töid strukturaalse ja matemaatilise lingvistika alalt*, 27–45. Tartu: TRÜ.

Pajusalu, Renate. 2017. Viiteseosed. Mati Erelt & Helle Metslang (ed.), *Eesti keele süntaks* (Eesti keele varamu III), 566–589. Tartu: Tartu Ülikooli Kirjastus.

Haspelmath, Martin. 2009. Terminology of case. Andrej L. Malchukov & Andrew Spencer (eds.), *The Oxford handbook of case* (Oxford Handbooks in Linguistics), 505–517. Oxford, New York: Oxford University Press.

Bresnan, Joan, Anna Cueni, Tatiana Nikitina & Harald R. Baayen. 2007. Predicting the dative alternation. Gerlof Bouma, Irene Krämer & Joost Zwarts (eds.), *Cognitive Foundations of Interpretation*, 69–94. Amsterdam: Royal Netherlands Academy of Science.

Books/monographs often referred to by abbreviations

ISK 2004 = Hakulinen, Auli, Maria Vilkuna, Riitta Korhonen, Vesa Koivisto, Tarja-Riitta Heinonen & Irja Alho. 2004. *Iso suomen kielioppi*. Helsinki: Suomalaisen Kirjallisuuden Seura.

Journal articles

Lehiste, Ilse. 1972. The timing of utterances and linguistic boundaries. *The Journal of the Acoustical Society of America* 51(6B). 2018–2024. https://doi.org/10.1121/1.1913062

Hint, Helen, Djuddah A. J. Leijen & Anni Jürine. 2022. Eestikeelse akadeemilise teksti tunnustest. *Keel ja Kirjandus* 65(4). 327–353. https://doi.org/10.54013/kk772a3

Lippus, Pärtel, Eva Liina Asu, Pire Teras & Tuuli Tuisk. 2013. Quantity-related variation of duration, pitch and vowel quality in spontaneous Estonian. *Journal of Phonetics* 41(1). 17–28. https://doi.org/10.1016/j.wocn.2012.09.005

Lindström, Liina, Maarja-Liisa Pilvik & Helen Plado. 2021. Variation in negation in Seto. *Studies in Language* 45 (3). 557–597. https://doi.org/10.1075/sl.19063.lin

Tulviste, Tiia & Anni Tamm. 2023. Longitudinal links between maternal directives, children's engagement in family conversations, and child linguistic skills. *Frontiers in Psychology* 14. 1175084. https://doi.org/10.3389/fpsyg.2023.1175084

Tragel, Ilona & Aimi Pikksaar. 2023. Authority and solidarity on the Estonian COVID-19 signs: In line with the government's guidelines, we ask you to wear a mask. *Frontiers in Artificial Intelligence* 5. 1000188. https://doi.org/10.3389/frai.2022.1000188

Manuscripts

Vihman, Marilyn May. 1971. *Livonian phonology, with an appendix on stød in Danish and Livonian.* University of California, Berkeley. Ph.D. thesis.

Aasa, Triin. 2022. *Intensiivistajad eesti noortekeeles*. Tartu Ülikool, eesti ja üldkeeleteaduse instituut. Bakalaureusetöö. http://hdl.handle.net/10062/82601 (04.04.2024).

Legal texts, strategies, corpora, online dictionaries, etc. online material

ELS 2021–2035 = Estonian Language Strategy 2021–2035. https://www.hm.ee/sites/default/files/documents/2022-12/HTM_eesti_keele_arengukava_2020_A4_web_ENG.pdf (03.02.2025)

IES = English-Estonian MT dictionary. https://arhiiv.eki.ee/dict/ies/index.cgi (03.02.25).

Abstract, summary and keywords

The editor of the volume decides whether abstract, summary and keywords are necessary, depending on the nature of the volume.