

# The Title of Your Paper Goes Here

First Author\* and A. Nother Author

## 1 Introduction

This is a sample document formatted according to the style sheet of the Penn Working Papers in Linguistics. Please make sure to consult our style sheet as well as this document! This template was last updated on June 16, 2008 according to our revised formatting set April 28, 2008 to begin with volume 14.2.

The document should start with a section heading, such as here (for example, “Introduction”)—it should start with number 1 (not 0). Content words must be capitalized in the title and in all levels of section headings. Do not indent the first line of text after the title or a section heading.

Paragraphs that are not immediately after a heading should be indented 0.25 inches. Turn on automatic hyphenation and use curly apostrophes and quotes (turn on “smart quotes” in Word) so your quotes won’t look like “some ‘quoted’ text,” but “some ‘quoted’ text.” The body of the text is in 10pt Times New Roman. The same font size should be used for examples, legends, etc. (But note that the references and your address at the end should be in 9pt font.)<sup>1</sup>

When using the Word template, there are predefined “styles” that you can access either by the floating PWPL toolbar or by going to Format → Styles and Formatting. If you don’t see the PWPL floating toolbar with a list of our styles, right-click the toolbar and choose PWPL. Use the style “PWPL Body Text” for the first paragraph in each section: the first line is not indented. Use the style “PWPL Body Text Indent” for second and later paragraphs: they are indented.

The style “PWPL Section” should be used for top-level headings. “PWPL Subsection” should be used for subheadings, and “PWPL Subsection 2” should be used for sub-subheadings.

## 2 First Level Heading, in 12pt Bold Times

### 2.1 Second Level Heading, with a Very Long Title Intended to Demonstrate that the Headings Should Not Be Right-Justified

Numbered examples can be formatted like the following sentences. Leave a blank line above and below a block of examples, but do not leave extra space between examples.

- (1) Begin the text of the example at an indentation of 3/8in, with the number in the margin to its left.
- (2) When using the Word template, format the example lines using the “PWPL Example” style. Tab-stops are set on the line. Press TAB at the very start of the line and start typing the example number (e.g. “(1)”). Then press TAB again and start typing the example text. The number will be right-aligned with the first tab-stop.
- (3)
  - a. Subexamples may be numbered like this.
  - b. \*Do not use a smaller font size for example sentences!
  - c. Use another TAB after the sub-numbering to have the subexample text aligned properly.
  - d. If the text of the subexample wraps to the next line, use the “PWPL Example abc” style, which corrects the hanging indent.

Table 1 shows a table. However, figures and tables can be “floated” to avoid leaving empty spaces when something does not fit on the remaining space in a page. Meanwhile, the text can move on to other things.

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\*You can place acknowledgements in a footnote to the authors using an asterisk footnote symbol.

<sup>1</sup>Footnotes should be in 9 point Times. Make sure they are justified on both sides, like the main text, and indented by 0.25in, just like the main text. There should be no space after the footnote number: you will have to delete the space. With the Word template, use the “PWPL Footnote” style to set the font.

	Heading 1	Heading 2
X	Some data	Some data
Y	Some data	Some data

Table 1: Tables/figures should have a centered caption in regular font, for short captions.

The legend should appear below the table or figure. With the Word template, you can use the “PWPL Caption” style.

	Heading 1	Heading 2
X	Some data	Some data
Y	Some data	Some data

Table 2: Long captions that go over one line should not be centered. Use the regular “PWPL Body Text” style and leave a blank space after.

## 2.2 Citations and references

Citations are in author-year format, as here (Bresnan and Moshi 1990:13, Chomsky 1993, Ito 1986), with page numbers separated from years with colons. The reference section has an unnumbered, top-level heading named “References”, which is preceded by two empty lines. References are in 9pt font. Our references style is similar to *Linguistic Inquiry*. See below for examples of each of the common types of references. Make sure to follow these examples exactly. Use en-dashes in page number ranges. This is different from the usual hyphen character. To get an en-dash, use Insert → Symbol and find this one: – . There is also such a thing as an em-dash, and it looks like this: — . You can use em-dashes in text sort of like you use parentheses. Don’t use too many.

After the references put two blank lines and then your address and email address.

With the Word template, use the “PWPL References Header” style to format the line that reads “References”, and then the “PWPL Reference” style to format everything after: the references and your address.

## References

- Bresnan, Joan, and Lioba Moshi. 1990. Object asymmetries in comparative Bantu syntax. *Linguistic Inquiry* 21:147–185.
- Chomsky, Noam. 1993. A minimalist program for linguistic theory. In *The View from Building 20: Essays in Linguistics in Honor of Sylvain Bromberger*, ed. K. Hale and S.J. Keyser, 1–57. Cambridge, Mass.: MIT Press.
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- Hayes, Bruce. 1987. Iambic and trochaic rhythm in stress rules. In *Proceedings of BLS 13*, 429–446. University of California, Berkeley.
- Ito, Junko. 1986. Syllable Theory in Prosodic Phonology. Doctoral Dissertation, University of California, Berkeley.
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