

NOTES FOR CONTRIBUTORS

Contributions are welcomed from all countries. They should be written in English. All articles, as well as books for review and listing, should be sent to the Editor, Professor Dell Hymes, Graduate School of Education, University of Pennsylvania, Philadelphia, Pennsylvania 19104, U.S.A.

Typescripts. The original typescript plus one copy should be submitted. Authors should hold a copy for correction of proofs. Contributions should be clearly typed, double-spaced, on 8-1/2 × 11" or A4 paper. Figures should be ready for photographic reproduction: any labels and details should be clear and large enough to remain legible after a reduction to half-size. The article title-page should include the title, author's name and affiliation (in that order), along with an abstract of the article. Areas of study to which the articles may be of interest should be listed at the end of the abstract.

Titles should be so worded that the first part may be used as a running heading (with a maximum length of 50 characters, including spaces). They should be typed on a separate sheet, together with the author's name and address to which proofs are to be sent.

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References are to be made *in the text* (and not in footnotes) by giving in parentheses the name of the author and year of publication, and where relevant the page(s) referred to: e.g., (Whitney 1867:45-53). If the author's name is part of the text, the following form should be used: "Whitney (1867:48) maintained that . . .". When a work written by two or more authors is referred to, all names should be given in the first citation; e.g., (Weinreich, Labov, & Herzog 1968). In subsequent citations the first name only should be given, with "et al." added; e.g., (Weinreich et al. 1968). When separate works are referred to in the same parentheses, those by the same author should be separated by commas and those by different authors by semi-colons: e.g., (Whitney 1867; Firth 1935, 1957a). Initials should be used (*after* the author's name) only when it is necessary to distinguish between two or more authors of the same name, all of whom are referred to in the same article.

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Examples of references (note the use of punctuation marks within references):

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——— (1957b). A synopsis of linguistic theory. 1930-55. *Studies in linguistic analysis* (special volume of the Philological Society). Oxford. 1-33.

Sapir, E. (1929). The status of linguistics as a science. *Language* 5, 207-14. Reprinted in D. G. Mandelbaum (ed.), *Selected writings of Edward Sapir*. Berkeley and Los Angeles: University of California Press, 1939. 160-66.

Book reviews. With the exception of the title-page, book reviews should be submitted in the same form as articles. The title-page should take the following form: Edwin Ardener (ed.), *Linguistic and social anthropology*. (ASA Monographs, 10.) London: Tavistock, 1971. On the last page, following the entire review text (including footnotes and references) the review author's name and address should be given as follows:

Reviewed by Suzanne Romaine
Department of Linguistics
University of Birmingham
Birmingham B15 2TT, England

There is no need to submit an abstract with a book review.

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Language in Society

Volume 13 Number 3 September 1984

ARTICLES

- B. MANNHEIM: *Una nación acorralada: Southern Peruvian Quechua language planning and politics in historical perspective* 291
- D. SCHIFFRIN: *Jewish argument as sociability* 311
- T. W. OWENS & P. M. BAKER: *Linguistic insecurity in Winnipeg: Validation of a Canadian Index of Insecurity* 337
- P. JONES-JACKSON: *On decreolization and language death in Gullah* 351

REVIEWS

Dimensions of sociolinguistics

- J. SCHENKEIN (ed.): *Studies in the organization of conversational interaction* (Coulthard) 363
- T. A. VAN DIJK: *Studies in the pragmatics of discourse* (Foster) 369
- G. SAMPSON: *Schools of linguistics* (Sullivan) 375
- G. PRINCE: *Narratology: The form and function of narrative* (Perelman) 377

Language situations

- R. A. BENTON: *The flight of the amokura: Oceanic languages and formal education in the South Pacific* (Huebner) 382
- J. PLATT & H. WEBER: *English in Singapore and Malaysia* (Williams) 387
- P. STEIN: *Connaissance et emploi des langues à l'île Maurice* (Baker) 390

Grammatical and theoretical models

- R. PINXTEN (ed.): *Universalism and relativism in language and thought: Proceedings of a colloquium on the Sapir-Whorf hypotheses* (Hwang) 396
- M. HARTIG & R. I. BINNICK: *Grammatik und Sprachgebrauch* (Ammon) 404

Historical perspective

- J. I. BJØRNFLATEN: *Marr og språkvitenskapen i Sovjetunionen* (Lieberman) 409

Methodology

- J. PAVONE: "Implicational scales and English dialectology" (Murray) 412

Brief notices/Publications received

417

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