



# Intercultural Pragmatics

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## Scope and general policies of the journal

### Scope

In keeping with the tradition of *Intercultural Pragmatics (InPra)*, established in 2004 by its founding editor, Prof. István Kecskés, the journal is an international forum for pragmatic research across languages and cultures, publishing papers in English that are of interest and relevance to scholars from around the world.

*Intercultural Pragmatics* endorses topical diversity and is open to submissions addressing pancultural, intercultural, cross-cultural, intracultural, multicultural and transcultural topics in pragmatics.

The journal makes a special effort to cross disciplinary boundaries, welcoming submissions from **all areas of pragmatics** and its interfaces with various

1. fields of linguistics (e.g., sociopragmatics, cognitive pragmatics, developmental pragmatics, philosophical pragmatics, or historical pragmatics),
2. methodologies (e.g., discourse pragmatics, corpus pragmatics, experimental pragmatics, clinical pragmatics, or computational pragmatics) and
3. foci of investigation (e.g., pragmatics of social media, pragmatics of fiction, or pragmatics of interaction).

No specific topics, theories, methodologies or scientific trends are favored; scientific quality, scholarly rigor and the novelty of contributions to pragmatic scholarship are the determining criteria applied in the selection of papers accepted for publication.

What we primarily look for is fresh topics and innovative approaches that do not always fit into existing paradigms and lead to new ways of thinking about language and communication across pragmatic domains. The goal of the journal is to promote the development of pragmatic theory. Therefore, kindly note that we do not publish content analyses or case studies of selected discourses devoid of theoretical implications for the field of pragmatics.

- five issues per year, print and online, English

### Article (manuscript) categories

- RESEARCH ARTICLES that offer qualitative and quantitative studies in pragmatics
- OVERVIEW ARTICLES that critically survey developments in the various fields and topics in pragmatics (please note that we do not accept bibliometric overviews)
- DISCUSSION ARTICLES that address articles previously published in *Intercultural Pragmatics* or recent monographs (please note that review articles are not book reviews, which we do not publish). Discussion contributions are refereed, the primary criterion for acceptance being substantive additions to the original books or articles, whether criticized or endorsed.
- EDITORIALS that are introductions to special issues, presenting a solid state-of-the-art picture of the relevant field and a brief summary of the special issue contributions.

### Special issues and special issue section

*Intercultural Pragmatics* continues the tradition of SPECIAL ISSUES focused on topics of current interest in pragmatics. Prospective editors of special issues are invited to submit their proposals to the Editor-in-Chief ([InPra@degruyterbrill.com](mailto:InPra@degruyterbrill.com)). The proposals should include:

1. Special Issue title
2. Editors (names, affiliations, bio notes)
3. Brief description/rationale (300–500 words)
4. Table of contents (author names, affiliations, bio notes of up to 100 words, abstracts of about 200 words with no references)
5. The due date for the delivery of manuscripts for review

Each Special Issue proposal should include 5–8 papers.

### Ethical considerations

Kindly note that we can consider proposals that include:

- a maximum of one paper (co)authored by each (co)Guest Editor (excluding the Special Issue Introduction, which provides an overview of the relevant topic and briefly introduces the submissions)

- a maximum of one paper from one (co)author
- a maximum of two (co)authors affiliated with one institution
- a maximum of three papers from (co)authors based in one country

## Submission of manuscripts

- Submit manuscripts exclusively online at: <https://mc.manuscriptcentral.com/InPra>
- Please submit a cover letter addressed to the Editor-in Chief upon first submission. It should contain a brief statement by the authors as to the element of novelty upon which they base their request for publication in *InPra*.
- Please prepare an abstract of 150-250 words, written as a single, self-contained paragraph without any references, as well as a list of 3-6 keywords.
- Revised manuscripts must be accompanied by a point-by-point reply to the reviewers' comments. Changes in the revised manuscript must be highlighted, as specified in the decision letter.

We strongly recommend that authors register with institutional email addresses and do not use private email addresses. Institutional email addresses serve as strong authenticity markers. In addition, institutional email domains identify authors who are entitled to open access discounts per institutional agreements with the publisher.

### Double anonymized peer review

This journal follows a **double anonymized** review process. The (co)author's previous publications should be quoted in the third person. We recommend using impersonal constructions (e.g. "It has been shown") or avoiding metadiscourse altogether and providing self-references in parentheses. Expressions such as "in my previous work" or "I have shown" must be avoided.

The authors are asked to remove any identifying information from their manuscripts before submission. Files' metadata must be clean, and the (co)author's institution and other identifying information (e.g. permission or grant numbers) must be suppressed in the manuscript.

Please provide a separate title page with the author's name, affiliation(s), email and address, as well as acknowledgements and funding (if applicable). None of this information should be present in the anonymized manuscript. Your submission will initially be assessed by the Editor-in-Chief to determine suitability for publication in this journal. If deemed suitable, it will be sent to at least two reviewers for an independent expert assessment. The decision as to whether your article is accepted or rejected will be taken by the handling editor.

### ORCID

ORCID (Open Researcher and Contributor ID) is a non-profit, publisher-independent system that is used to uniquely identify academics and their publications. Detailed information about ORCID can be found at [www.orcid.org/](http://www.orcid.org/). Providing an ORCID number for each author is required. ORCID numbers should be listed on the title page for double-anonymized journals.

### Submission declaration and verification

For information on plagiarism, please refer to [COPE – Committee of Publication Ethics](#).

Each manuscript submission declares that the manuscript (or one with substantially the same content, by any of the authors) has not been previously published in any language anywhere and that it is not under simultaneous consideration by any other journal. Exceptions are listed in section "Pre-publication policy". Furthermore, all co-authors must have agreed to its publication and have given the corresponding author the authority to act on their behalf in all matters pertaining to publication. The corresponding author is responsible for informing the co-authors of the manuscript status throughout the submission, review, and production process.

To exclude potential overlap with prior publication(s), your manuscript is systematically checked by the plagiarism checker Crossref Similarity Check ([iThenticate](#)). Previously published material must be referenced appropriately in the manuscript, regardless of whether the material was previously published in a subscription based, hybrid or open access journal, or in another language.

### Scientific misconduct

Only articles that have not been or will not be published elsewhere will be published in the journal, excluding articles that fall under the publisher's pre-publication policy (see section "Pre-publication policy" below). Multi-

ple submissions/publications or redundant publications (i.e., republication of data already published by the same authors) will be rejected. If identified after publication, the journal reserves the right to publish a retraction note. In any case, editors will follow the [Committee on Publication Ethics](#) (COPE's) Code of Conduct and implement its advice. For detailed information, please see our [publishing ethics page](#).

### Responsible authorship and research integrity

The authors are responsible for all aspects of the study and will ensure that any questions regarding the accuracy and integrity of any part of the work are adequately investigated and resolved.

When submitting their manuscript to *InPra* the authors declare that they are the sole and intellectual authors of the manuscript. We do not accept submissions that name Large Language Models, such as ChatGPT, Artificial Intelligence (AI) and Machine Learning Tools as credited author(s) on a manuscript because such tools cannot take responsibility for the submitted work and therefore cannot be considered as eligible authors. Where such tools or technologies are used as part of the design or methodology of a research study, please specify the tool and the purpose of its use for the conducted research in the Methods section of your manuscript, and if applicable indicate the use of Large Language Models, AI and Machine Learning Tools for manuscript preparation in the [Template for Ethical and Legal Declarations](#). In case of doubt, the handling editor reserves the right to ask the authors to submit the raw data.

### Research data availability

*IP* requires authors to follow our [Data Sharing Policy](#), which must comply with the European GDPR (*General Data Protection Regulation*) rules.

Research data should be made widely available to the research community to demonstrate the robustness and validity of the research presented in the journal, to enable and encourage replication of the results, and to allow the community with opportunities to learn.

We recommend the use of community-endorsed data types. If you assign a persistent identifier to your research data by archiving it in a data repository, other researchers will be able to cite your data as well as your published research article.

Where possible, data should be submitted to discipline-specific, community-recognized repositories. In cases where there is no appropriate discipline-specific resource, data may be submitted to a general data repository. Please see <https://www.re3data.org/>, <https://fairsharing.org/>, or <https://repositoryfinder.datacite.org/> for help finding research data repositories. We strongly recommend using [CoreTrustSeal](#) certified repositories.

To determine whether a research data availability statement is required and what format it must follow, please refer to the specific file for each policy level available on the [Data Sharing Policy](#) website. Detailed information can be found in the “Submit” tab on the journal website.

Please fill in your statement on data availability in the [Template for Ethical and Legal Declarations](#), which is required for submission.

We further recommend citing the data that has been shared in the reference list. Data citations should include a persistent identifier, should be included in the reference list using the minimum information recommended by [DataCite](#) (Dataset Creator, Dataset Title, Publisher [repository], Publication Year, Identifier [e.g. DOI, Handle or ARK]) and follow journal style.

### Peer review, turnaround times and pre-publication policies

#### Rejection of manuscripts and peer review information

Submitted manuscripts will be reviewed in a two-step procedure. Firstly, the Editor-in-Chief decides whether the manuscript fulfills the substantive and formal criteria for the further peer review process. The decision is based on the following criteria:

- relevance: the content conforms to the scope and goals of *InPra*,
- originality/topicality: the content is sufficiently important and topical to be worthy of publication in *InPra*,
- formal correctness: the formal criteria have been met (also in view of the manuscript being written in understandable English),

- ethical guidelines: national and international ethical standards for studies with human and/or animal subjects are fulfilled (where applicable).

In cases where the criteria have not been met, the manuscript will be rejected without peer review.

*InPra* is a double-anonymized journal. Manuscripts which fulfill the substantive and formal criteria are reviewed anonymously by at least 2 independent reviewers selected by the handling editor. The authors must provide the names, institution, country, and email addresses of at least 2 potential reviewers in line with COPE guidelines (no current or recent [within the past five years], collaborators or grant holders, colleagues employed at the same institution, supervisors/students, mentors/mentees, or scholars already familiar with a non-anonymized paper or the study it reports). Authors may also provide names of reviewers they wish to exclude from reviewing their manuscripts.

## Appeals

Manuscripts that have been rejected for publication will be reconsidered only at the discretion of the Editor(s). Authors wishing to request reconsideration of a previously rejected manuscript must do so in written form and submit a rebuttal by email to the journal's editorial office. Authors should provide detailed reasons why they believe the manuscript should be reconsidered. If the rebuttal is accepted, the author will be asked to re-submit the manuscript, or the decision will be reversed.

## Turnaround times

*InPra* aspires to inform authors of the peer review decision within 5-8 weeks from the submission date. Revised manuscripts should be returned within 8 weeks (major revision) or 4 weeks (minor revision). Accepted manuscripts will be published online within 4 weeks of acceptance.

## Pre-publication policy

The publisher does not consider the following purposes of a paper as pre-publication: publication in the form of a congress abstract, publication as an academic thesis, publication as an electronic preprint on recognized servers such as arXiv, RePEc, bioRxiv, ResearchSquare, etc.

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Inclusive language recognizes diversity, conveys respect for all people, is sensitive to differences and promotes equal opportunities. Content should not make assumptions about readers' beliefs or commitments; should not contain anything that might suggest that one person is superior to another because of age, gender, race, ethnicity, culture, sexual orientation, disability or health condition; and should use inclusive language throughout. Authors should ensure that their writing is free from prejudice, stereotypes, slang, references to the dominant culture and/or cultural assumptions.

We advise the following approach: Aim for gender neutrality by using plural nouns (clinicians, clients, participants) as standard and avoiding "he" or "she", wherever possible. Instead, please use "they". We recommend avoiding the use of descriptors that refer to personal characteristics such as age, gender, race, ethnicity, culture, sexual orientation, disability or health status unless they are relevant and valid.

## Post-acceptance

### Galley proofs

*Online proofreading (Proof Central):* Once the manuscript is accepted for publication, it is forwarded to typesetting. The corresponding author receives the galley proofs in electronic form to check them for editing and typesetting accuracy. Corresponding authors receive an email notification from [noreply@degruyter.com](mailto:noreply@degruyter.com), subject: "Check your proof pdf: IP-xxxx-xxxx" (please carefully check your email inbox as well as your spam folder) with a link to the online proofreading system (Proof Central) through which they can access their galley proofs. The interface is similar to MS Word: authors can edit the text by entering their corrections directly, adding comments, and answering questions from the copy editor. If preferred, authors can also annotate and upload edits to the PDF version.

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## *Intercultural Pragmatics*

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**According to the publisher's policy, once a manuscript has been accepted, no changes to the author list and manuscript title are allowed (except typos). The publisher's production team is instructed to enforce this policy during the production/proof correction process.**

### Issue-based publication

Articles are first published online as DOI citable articles and later assigned to an issue with final page numbers.

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### Ethical conduct of research

**Manuscripts must follow certain ethical guidelines** to be considered for publication, which can be found in the [Publication Ethics and Malpractice Statement](#). Accordingly, **before submitting your manuscript, please make sure that you and your co-authors agree to the applicable requirements**. For example, this may involve declaring and ruling out conflicts of interest or proving compliance with legal requirements related to human and animal testing.

Furthermore, our [Code of Conduct for Publication Procedures and Ethics](#) defines the responsibility of the publisher and the Editors we work with, to ensure the legitimacy and quality of our published research. Our principles are based on the guidelines of the [Committee on Publication Ethics \(COPE\)](#).

### Acknowledgments

Authors may wish to acknowledge individuals, working groups, institutions, etc. who provided help and support (other than financial) during research and the preparation of the manuscript (e.g., language checking, writing assistance or proof reading of the article, etc.). Individuals acknowledged are not included on the title page, as a footnote to the title or otherwise.

Acknowledgements should be given in the [Template for Ethical and Legal Declarations](#), if required for submission.

### Informed consent

The [Protection of Privacy](#) is a legal right that must not be infringed without individual informed consent. In cases where the identification of personal information is necessary for scientific reasons, authors should obtain full documentation of informed consent, including written permission from the patient or their legal guardians prior to inclusion in the study. The following (or similar) statement should be given in the Methods section: *Informed consent was obtained from all individuals included in this study.*

In addition, information on informed consent should also be given in the [Template for Ethical and Legal Declarations](#), if required for submission. Please make sure that the information in the manuscript matches the information in the template.

### Author contributions

In view of research integrity, authorship is generally confined to an individual who has made a substantial intellectual or practical contribution to the conception or design of the project or the acquisition, analysis, or interpretation of data for the work of a publication and/or has drafted the work or reviewed/revised it critically for important intellectual content. The individual(s) listed as author(s) must agree to be accountable for said contribution and approve of the final version. **Honorary authorship is not allowed.**

Individuals who helped or participated in certain substantive aspects of the project or work (e.g., technical services staff), but whose contributions were not of sufficient extent to be listed as co-authors, should be appropriately acknowledged, usually in an Acknowledgements section.

We do not accept submissions that name Large Language Models, such as ChatGPT, Artificial Intelligence (AI) and Machine Learning Tools as credited author(s) on a manuscript because such tools cannot take responsibility for the submitted work and therefore cannot be considered as eligible authors.

Authors must declare their responsibility for the entire content of the manuscript and may indicate the individual contributions of each author, if applicable. The information on author contributions should be given in the [Template for Ethical and Legal Declarations](#), if required for submission.

## Conflict of interest

A conflict of interest for a particular manuscript exists when a participant in the peer review and publication process – author, reviewer, and editor – has ties to activities that could inappropriately influence their judgment, regardless of whether the judgment is actually affected. Financial relationships with industry (for example, employment, consultancies, stock ownership, honoraria, patent applications, expert testimony, grants, and other funding), either directly or through immediate family, are usually considered the most important conflicts of interest. However, conflicts can occur for other reasons, such as financial support of the study, ties to health insurance, politics or other stakeholders, personal relationships, academic competition, and intellectual passion. To ensure fair and objective decision-making, authors must declare any associations that pose a conflict of interest (financial, personal, or professional) in connection with the manuscript under evaluation.

The conflict-of-interest statement should be given in the [Template for Ethical and Legal Declarations](#), if required for submission.

## Research funding

Funding sources should be given in the [Template for Ethical and Legal Declarations](#), if required for submission. When the study benefitted from funding through an unrestricted grant or other resources provided to a university, college, other research institution, or an individual author, state the name of the institute or organization that provided the funding along with the grant number, if applicable.

If no funding was provided for the research, the default statement will be set in place: *None declared*.

## Preparation of manuscript

### Title page information

Please provide a title page as a separate file during the submission process including the following information:

- Author names

Write at least one given or one middle name and the family name in full. For all other names, initials are sufficient. List authors in the order you want them to appear in the final version. Indicate the corresponding author by using an asterisk “\*” after the family name. Only one author can be designated as corresponding author. Please use author footnotes to further distinguish authorship.

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- [Full name author A] and [full name author B] contributed equally to this work and share first authorship.
- [Full name author A] and [full name author B] share senior authorship.
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If you include the name of a group or consortium in your author list, please clearly identify the group members.

Please note that as per the publisher's policy, no author list changes are permitted after acceptance of a manuscript.

- Title and short title

Provide a descriptive, concise and comprehensible main title as well as an abbreviated form of the main title (running head) with no more than 50 characters (including blanks). The short title will be displayed on the top of each page of the final version.

The article title and subtitle should be in sentence case. Use lowercase letters after colon.

- Affiliations

For the corresponding author supply the following details: email address, department, institution, street, city, postal code and country; for all other authors department, institution, city, postal code and country are mandatory. Please also provide all details concerning the current institutional affiliation in case you changed affiliation during the manuscript preparation and publication process.

# Instructions for Authors

## *Intercultural Pragmatics*

Supplying an ORCID is highly recommended (for more information and registration, please visit the [ORCID webpage](#)).

- Please also indicate the word count, number of tables and figures, and whether your manuscript contains supplementary material.

### Template for Ethical and Legal Declarations

If applicable for your manuscript type, please make sure to fill in the [Template for Ethical and Legal Declarations](#) and upload it upon submission of your manuscript (see section “Ethical conduct of research”). The statements will be placed between the main text and the reference list in the final typeset article. Make sure that the information you might give in the manuscript matches the information in the template. The statements from the template will be the ones placed in the designated section of the final typeset article.

### Copyediting

The publisher provides a technical editing of manuscripts. This includes ensuring the consistency of dates, lists, figure and table captions, in-text citation; the consistency of headlines and footnotes; the consistency in reference style; checking the text for completeness concerning references, cross-references and footnotes; a mechanical edit for grammar, punctuation and consistent treatment of terms (spelling, grammar, style); checking the quality of figures. Any additional copyediting needs to be taken care of by the authors.

### Language

All manuscripts must be written in clear and concise English. Please use British or American English consistently. If you have reasons to doubt your proficiency with respect to spelling, grammar, etc. (e.g., because you are not fluent in English, then you may wish to employ – at your expense – the services of a professional language editor.

### General format and manuscript elements

#### Manuscripts

Original submissions should be 8,000–10,000 words long (including references and appendices).

#### Abstract

Give a concise summary of your article in an abstract of max. 250 words in a single paragraph. As abstracts are published separately by abstracting and indexing services, please spell out abbreviations at first use and do not include footnotes, tables, figures or equations. Avoid using references. If it is essential to use a reference in the abstract, please expand it as per journal reference style.

#### Keywords

Keywords are used by abstracting and indexing services as well as search engines to facilitate finding your paper. Together with the title and abstract of your paper, they are a key tool enabling readers to find your paper and for increasing citations.

Supply 3–6 specific keywords in lower case, separated by semicolon.

These can be single words, but also short phrases representing the content. Make sure to select precise and concise keywords to your field or sub-field of research. Avoid jargon, abbreviations, and special characters.

#### Headings

Your manuscript should be subdivided into sections (and, if necessary, subsections). These sections should be labeled with headings in a consistent format and with a clear hierarchy of section headings. Limit your subsections to a maximum of four levels. For subdivided sections ensure that they have at least two subheadings on one level. Headings do not have an end period.

Headings should be numbered and in sentence case. Use lowercase letters after colon.

#### References

Please adhere strictly to the reference style of *InPra* as outlined in the [Reference Style Sheet](#). The style sheet provides examples for different types of citations in the text as well as for different bibliographic items in the reference list. Please note: All references mentioned in the reference list must be mentioned in the text, and vice versa. Translate titles in languages other than French, German, Spanish, and Italian into English. The translation should

be written in Roman letters in sentence case, placed in square brackets, and set directly behind the italicized original title.

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Graphs, line drawings, photographs, schemes, diagrams, etc. may be used to illustrate your findings.

The publication quality always depends directly on the quality and size of the delivered data.

Please label the illustrations as "Figure". Each figure should be uploaded separately as a .jpg, .eps.,.png or .tiff file. Please name the figure files according to their order in the manuscript, i.e., Figure 1, Figure 2, etc. Images should have a minimum resolution of 300 dpi (color or black-white pixel graphics/half-tone images) in the intended size (600dpi combination of pixel graphic and line drawing, 1200dpi for line drawings). When drawing bar graphs, use patterning/color instead of grey scales (faint shading may be lost upon reproduction). Figures should not display any frames.

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Provide a short descriptive title, column heads, and (if necessary) footnotes to make each table self-explanatory. In column heads, separate units with a comma and use parentheses or square brackets for additional measures (e.g., %, range, etc.). Use footnotes in alphabetical order (a, b, c, etc.) to give emphasis or further information. Expand abbreviations used in tables in footnotes.

Avoid color, shading, vertical lines, and other cell borders. Note that most horizontal lines within the table body will be removed during the production process.

Indicate where to place the table approximately (e.g., [Place Table 1 near here]). Do not end the text immediately preceding the suggested positioning of a table with a colon and avoid expressions such as "in Table 1 below/above", as the exact positioning of these elements cannot be determined until after the manuscript has been typeset. Note that tables will usually be placed on the top or the bottom of the page in the final layout.

### **Abbreviations**

The use of abbreviations and acronyms is permitted given that they are expanded in full when used the first time with the abbreviation in parentheses (applies to abstract and main text). Please use them consistently thereafter. Avoid using non-standard abbreviations unless they appear more than three times in the text. We recommend providing a list with an overview of all abbreviations.

### **Equations and symbols**

Equations should be well-aligned and not crowded. Use only Latin and Greek alphabets. Avoid complicated superscripts and subscripts by introducing new symbols. Avoid repetition of a complicated expression by representing it with a symbol. For MS Word submissions create equations using the Microsoft equation editor or a corresponding add-on. Do not submit math equations as images, but as editable text. Number displayed equations consecutively with Arabic numerals (if referred to in the text).

### **Linguistic examples**

Keep the use of italic and bold font type, underlining and background color in tables to a minimum and make only use of it when absolutely necessary to draw attention to a particular linguistic feature that cannot be highlighted otherwise.

Linguistic examples with interlinear glossing should follow the “Leipzig glossing rules” (<http://www.eva.mpg.de/lingua/resources/glossing-rules.php>). Align glosses using tables preferably or tabs. Do NOT use space bars. The example source should be listed on a new line left-aligned with the example text. Examples in English should be set in italics.

References to examples in the text should take the form “see (2a) and (2b)” with both number and letter in brackets. (Please see below for an example on how to format a linguistic example.)

In case your manuscript contains linguistic tree diagrams, please submit them as image files.

(1) *qwél-em*                    *te*                    *Strang*                    *te*                    *sth'óqwi.*  
 barbecue-INTR                    DET                    Strang                    DET                    fish  
 'Strang barbecues the fish.'  
 (Wiltschko 2006: 202)

(2) a. *bawłā*                    *lagahk*                    *loð.*  
 I.saw                            SELF                    me  
 'I saw myself.'  
 (Gast and Siemund 2006: 355)  
 b. *lagahk*                    *Juan*                    *kayuhn-ni*                    *rolihdz-ni.*  
 SELF                            Juan                    is.building-3SG                    house-3SG.POSS  
 'Juan himself is building his house.'  
 (Gast and Siemund 2006: 355)  
 c. *Juan*                            *ensilaani*                    *kayuhn-ni*                    *rolihdz-ni.*  
 Juan                            SELF.AO                    is.building-3SG                    house-3SG.POSS  
 'Juan is building his house himself.'  
 (Gast and Siemund 2006: 355)

(3) *I sent the artefacts to an anthropologist.*

## Units

Use SI units. For more information, please visit <https://www.bipm.org/en/measurement-units/si-base-units>.

Units of measurement: All SI units should be in Roman, italics are not allowed. All units should be consistent in usage. Multiple units should be either spaced out or have a middle dot. A narrow non-breaking space (unicode hex value: U+202F) should be presented between numbers and units, except for °. °C and % should be spaced with a narrow non-breaking space.

*Time units:* Please use the following units:

Second: either **consistently** spelled-out (second/seconds) or abbreviated (s)

Minute: either **consistently** spelled-out (minute/minutes) or abbreviated use (min)

Hour: either **consistently** spelled-out (hour/hours) or abbreviated use (hour)

Day: day/days

Week: week/weeks

Month: month/months

Year: year/years

## Audio and video

For all examples connected to an audio/video recording, supply audio/video clips. Deliver these clips as separate files and do not integrate them directly into the manuscript.

Name all your clips using the following convention:

e.g., audio-1-smith.MP3, video-1-smith.MP4,

[media]-[identifier]-[author-family-name].[extension]

Indicate the position in the article by placing a marker as follows:

[associated audio-1-smith.wav with example (1)]

Provide a short caption for each media file and number them consecutively. Any other media files can be included as part of the supplementary material.

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## Instructions for Authors

*Intercultural Pragmatics*

The following formats are preferred: audio files in MP3 (at least 16 bit) and video files in MP4 (at least a height of 480 pixels and a frame rate of 25). However, other common formats are also permitted.

### Appendices

Use appendices for information that supports your findings but is not essential for the understanding of your paper (e.g., lengthy mathematical proofs, tables, graphics, etc.). Cite appendices within the main text. Tables and figures in the appendix should be numbered consecutively as follows: Figure A.1, Table A.1, Figure A.2, Table A.2, etc. The appendix is placed at the end of the main text before the reference list.

### Supplementary material

Supplementary material, which may offer further information on your work but does not belong to the core part of the article, will not be part of the typeset article PDF. The material will be made available as a separate download in the online version of the article. Supplementary material may contain questionnaires for discussed surveys, protocols, code samples, datasets, extensive tables, additional figures, multimedia files (audio, video, animations), etc. If the manuscript is accepted, supplementary material will be referenced in the print version, but will be published online only.

Please provide supplementary material data as separate file(s) of no more than 10 MB per file during submission. Please make sure to choose the file designation “Supplementary Material” only for the files which are to be published as supplementary material. Note that the material should be publication-ready (clean files, not in tracked changes mode), as it will not be typeset, but published exactly as supplied. Within the text, the supplementary material must be cited consecutively and be referred to as supplementary material data (e.g., see Supplementary Material, Fig. 1, or Figure S1, Table S1, etc.).

### Author biography

Provide a brief biography (max. 50–70 words) including, e.g., your qualifications, awards won, membership of professional societies, and highlighting your expertise/research interests related to the article’s topic. Submit the biographies as a separate file.

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