

i.e. Name of the journal, number or volume, **COMMA**, pages.

3. Remember to enter the **place of publication** before the name of the publishing house everywhere.

4. Differentiate between the hyphen - , which is used mostly in compounds, like *blue-eyed* (morphological level) and the en dash – , which is slightly wider than the hyphen and which may substitute a predicate in the sentence (syntactical level). We kindly ask you to use the hyphen identifying pages of the publication (see item 2).

5. Mind that in our journal we only use a capital letter for the first word of an English title, hence: Cognitive **l**inguistics.

Follow these steps, please:

Step 1. Please send your paper of at least 30 pages in length (text with references) providing the title and the author's name to our Managing editors. Follow this text structure: title, author, abstract with key words, text, references, notes / abbreviations, contact data, résumé in English with key words. **MAKE SURE YOUR TEXT IS NATIVE SPEAKER PROOFREAD PRIOR TO SUBMISSION.**

Those authors who use Cyrillic ABC should avoid any abbreviation in the list of references, like 'М', 'К'. or 'изд-во', 'ун-та', the wide audience is not familiar with.

When the articles are uploaded on the platform of De Gruyter Open, Internet references become active. It is the authors' responsibility to check if every Internet link can be easily opened. All of them must have corresponding blue colour either in the text or in the list of references.

The authors are requested to compare the **year of publication** as well as its **pages** with the information given in the text and in the list of references.

We use Oxford comma in our publications and comma after e.g.

Step 2. Please edit your article according to your reviewers' suggestions.

Step 3. Wait for the language editors' remarks.

Step 4. See you Citation Index results.

Step 5. Prepare, sign, and send your Open License Agreement. The sample can be downloaded from our home web site www.lartis.sk Please fill in the form in Word format, print it, put the date and your signature on it. These two scanned pages must be saved in PDF (other formats are not accepted) as **A SINGLE FILE** consisting of two pages. The name of the file is your family name, e.g., smith.pdf

Step 6. Pay for you publication sending money to our account. The invoice will be sent to your e-mail. It will be in the state language of the country, which issues it, i.e. in Slovak. The publication fee is 150-200 euros. Contact the Editor-in-Chief editor@lartis.sk or our Treasurer tatiana.podmakova@ucm.sk for payment details.

Mind that since June 2018 we have no deadlines. We start processing the article when we receive it and publish those first 12, which are ready for the uploading. Take into account the terms of processing: Managing editor (the first reading) – 3-5 days; the reviewer – up to 30 days; language editor – 2-3 weeks; Managing editor (the second reading) – up to 3 days; CrossCheck System – 1-3 days; the author's final proofread – up to 7 days. If your article is large in volume (50 pages and more), it will take more time of its processing. It may take 6-18 months for preparing and uploading your paper. This term also highly depends on the speed you apply to react to our remarks.

To facilitate the process of editing and correcting your paper we kindly ask you to respond to the critical remarks using the tables.

Table 1. Reactions to the reviewer's remarks

p.	Remarks + typos	Correction
	on the Internet	accepted
3	a broad spectrum of features are profiled	accepted (though either version – semantic or formal agreement – is OK)
	Lakoff, & Johnson	Lakoff & Johnson
7	the issue of the nature and functions of cognitive models remains	left as it is
	to the concepts that are directly grounded in our sensory experience	to those concepts that are ...)
	are manifested	left as it is – are manifest – see https://english.stackexchange.com/questions/44464/manifest-vs-manifested
21	<i>in figures</i> – sources are to be added	sources added both in captions to figures and in references

References		
	Capitalization of notional words in titles	changed to lowercase throughout the list
26	<i>EU divorce bill</i> – source to be added	<i>EU divorce bill</i> . (s.a.). Available at: https://en.wikipedia.org/wiki/EU_divorce_bill
27	Helm, T. (2017). Either add this source to the text or remove it from References	removed from References
	Chicago-London	accepted

Table 2. Reactions to the language editor's remarks

page	suggested correction	status: accepted or rejected
all over the paper	article	accepted
3	research into monomodal, multimodal metaphors , and hypermodal conceptual metaphors	partially accepted: research into monomodal, multimodal, and hypermodal conceptual metaphors (the first mention of 'metaphors' is removed)
	since it aims	accepted
4	The conclusion sums up the results and outlines prospects for further research	accepted
	and the associated political process (Oxford English Dictionary, <i>s.a.</i>)	rejected – it's a verbatim quote from Oxford English Dictionary
	which appeared (remove a bit) earlier	accepted
5	The Eurosceptic position	accepted
	is bound to change	accepted
7	to sort out those relevant for ongoing communication	accepted
8	as a need for them arises	accepted
9	the whole structure into which it fits	accepted
10	Figures 1, 2 They look like a table	changed
11	one amongst many of the same kind because for over a year (remove by) now	accepted

	journalists and bloggers	
13	Possible scenarios of the UK's withdrawal from the EU are a much-discussed topic	accepted
20	followed suit on the Internet	accepted
23	Figure 7. Reframing of the abbreviation GB-2 (Starecat.com 2016) source	rejected ; (Starecat.com 2016) is the source

30	belong to the same or different semiotic modes .	accepted

Table 3. Author's final proofread

pages & lines	errors detected	corrections suggested
p. 47, one line above the abstract	II (2), December 2017, p. 47-94. DOI:10.1515/lart-2017-0013 ISSN 2453-8035	II (2), December 2017, p. 47-96. DOI:10.1515/lart-2017-0013 ISSN 2453-8035
p. 229	in the line: "productivity of the stem rises considerably, especially with the base form", the line is shorter than the others	Done

p. 230	one line ends with: "1800: 2.56 ," I think there is a space too much between the number and the comma	Done