



**Kääntämisen ja tulkkauksen tutkimuksen symposiumin verkkojulkaisu
Nätpublikation för Symposiet om forskning i översättning och tolkning KäTu
Electronic Journal of the KäTu Symposium on Translation and Interpreting Studies**

MikaEL is a peer-reviewed, open-access journal of translation and interpreting research that is issued once a year. It is published by the Finnish Association of Translators and Interpreters and is available online at:

<https://www.sktl.fi/liitto/seminaarit/mikael-verkkojulkaisu/>

Named in honour of Mikael Agricola (c. 1510–1557), the famous Bible translator and father of written Finnish, *MikaEL* welcomes original, previously unpublished research based on a paper, poster or plenary presentation given at the preceding KäTu Symposium. Panel and workshop convenors are also invited to submit a paper. The articles are accepted for publication by the editorial board in cooperation with the editors.

Published since 2007, *MikaEL* became a peer-reviewed journal in 2016 and was granted the official status of an academic publication channel (Level 1) by the Finnish Publication Forum (<http://www.julkaisufoorumi.fi/en>) in May 2018. This 13th volume is the fifth to incorporate a peer-reviewing process. While *MikaEL* is primarily a forum for peer-reviewed research articles, non-peer-reviewed reports or discussion articles can also be submitted for consideration.

Articles are required to conform to the code of Responsible Conduct of Research as defined by the Finnish National Board on Research Integrity (available in Finnish, Swedish and English at <http://www.tenk.fi/en/responsible-conduct-of-research>).

Editorial board

Inquiries should be primarily addressed to the **editors**, not the editorial board. Contact information for the members of the editorial board can be found at: <https://www.sktl.fi/liitto/seminaarit/mikael-verkkojulkaisu/about-mikael/editorial-board-and-editors/> .

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Timetable

The current deadline for manuscripts is **31 August 2019**. Authors will be notified of the editors' initial assessment and acceptance for peer review by the end of October. The reviewers' comments will be sent to the authors in January 2020, after which the authors will be expected to provide revised versions of their articles by the end of February 2020. Once the manuscript has been accepted for publication, authors will also be requested to sign a publication agreement. *MikaEL – Electronic Journal of the KäTu Symposium on Translation and Interpreting Studies* Volume 13 will be published in April 2020 before the next KäTu Symposium.

Manuscript submission

If submitting a manuscript intended for peer review, authors should ensure that their manuscript is anonymised. (See below for information about the *MikaEL* template with examples of the title page etc.) In instances where cited works are identifiable as your own, authors should use the initials 'AA' for the first author, 'BB' for the second author and so forth. Alphabetise the list of references according to these anonymous initials (AA 2015 at 'A', BB 2019 at 'B' etc.). The editors will convert the manuscript file into PDF format before sending it to peer reviewers, so authors need not clear the file metadata.

Manuscripts are to be submitted via e-mail to **all four editors** listed above as e-mail attachments in the Microsoft Word format (.docx). The file should be named 'Surname_MikaEL13', and the subject line of the e-mail message should read 'Manuscript for MikaEL'. The accompanying e-mail message should state whether the manuscript is intended to be a peer-reviewed article or a non-peer-reviewed report or discussion article. The message should also include the authors' contact information and, in the case of multiple authors, identify one of the authors as the corresponding author. A print copy is not required.

Part 1: Preparing the manuscript

Language

Manuscripts will be accepted for consideration in Finnish, Swedish, English, French or German, and if accepted, will be published in the language of submission. The language of the article need not necessarily be the same language in which the original KäTu paper was presented.

Submissions should be consistent in their spelling and use of language; for example, they should conform to British English or American English throughout, or use German revised spelling standards consistently. Authors are solely responsible for the language of their articles. If not written by a native speaker (language 'A'), it is highly advisable to have the paper checked accordingly. No translation or language revision service will be provided by the journal.

Length

For articles based on presentations, posters, workshops or panels, the length is to be between 10 and 15 pages (single-spaced). The **absolute maximum length** of a

manuscript is 37,000 characters (with spaces). The maximum length of articles based on plenary presentations is 25 pages, or 62,000 characters (with spaces). For non-peer-reviewed reports, the **absolute maximum length** is 37,000 characters (with spaces); for discussion articles, 25,000 characters (with spaces). **NB:** The character counts include the abstract, keywords, footnotes, references and possible appendices.

Layout and headings

Please use the *MikaEL* template when preparing your manuscript. The template can be downloaded at <https://www.sktl.fi/liitto/seminaarit/mikael-verkkojulkaisu/about-mikael/guidelines-for-contributors/>.

Do not change the settings of the template. The body of the manuscript should be typed in Times New Roman 12-point font, single-spaced, and all margins should be three cm on a standard A4 page. Arial is used for headings. Do not indent the start of a new paragraph, but insert an extra line between paragraphs. Align your text to the left, leaving a jagged right edge. Do not use line-end hyphenation.

Sections and sub-sections are to be numbered consecutively, beginning with 1 (not 0!). Headings should contain no full stops (periods): 1 Introduction, 2.3 Data. Insert an extra line before and after each heading.

Abstract and keywords

Manuscripts should include a title and an abstract of 150–200 words in English. The abstract should be followed by three to five keywords in English and in the language of the article, if the article is written in a language other than English.

Emphasis, quotations and examples

Use *italics* for foreign words and linguistic examples and **bold** for key words and emphasis within the text. Do not underline.

Short quotations should be incorporated into the text using double inverted commas (double quotes). Longer quotations (more than three lines) should be separated from the main body of the text by an extra line. They should also be typed in smaller font (Times New Roman 10pt) with a 1-cm left indent. Refer to the template for an example.

Longer examples, such as excerpts from the research data, should be numbered consecutively and typed in smaller font and indented (1-cm left indent). When excerpts from interviews or survey data are used, they should be anonymised and identified only by a code or short description, for example (#35, student, University of Turku).

Notes

Use footnotes rather than endnotes.

Figures and tables

Figures and tables should be numbered consecutively. In the body of the text, refer to figures and tables by their number (Figure 1, Table 3). Titles of figures and tables should be placed above the illustrations as in the example in the template.

Biographical notes

After the manuscript has been accepted for publication, authors will be requested to provide short biographical notes of three to five lines in length. The biographical notes should also undergo language checking before they are sent to the editors if not written in the author's A language.

Examples of biographical notes:

AA works as / is a PhD student / Senior Lecturer / Professor at the Department of X, University of Y / Z University of Applied Sciences. His/Her research interests include ...

BB is / works as a freelancer interpreter / a Senior Translator / Press Officer at the Company of X / Association of Y. His/Her interests in the field of translation and interpreting include ...

In-text references

Generally speaking, *MikaEL* follows a streamlined Harvard citation standard. References in the text should indicate the author and the year of publication: (Halliday & Hasan 1976), (Hakulinen *et al.* 1980). In cases where the reference is specific, such as quotations, the reference should also indicate the page number(s): (Lambert 1997: 11–12), (Hellemann 1970: 419; Kovala 1999: 299). When you refer to a researcher for the first time in the body of the text, include his or her first name: Andrew Chesterman (1997) argues that...

Part 2: Formatting the list of references

The List of References is preceded by the title **References** or **List of References**. The references should then be sub-divided into research material (titled **Research Material**) and research literature (titled **Works Cited**). An extra line should be inserted between sources. These are to be listed with no indentation.

In articles written in English, information about editors, editions etc. are to be given in the language of the source. Information **added by the author of the article** concerning, for example, the translator, the location of electronic sources and the date of access, are to be given in the language of the article, as in the following example:

Brontë, Charlotte 1921. *Kotiopettajattaren romaani*. [The Finnish translation of *Jane Eyre*.] Translated by / Trans. Tyyni Haapanen-Tallgren. Porvoo: WSOY. Available at: <https://www.gutenberg.org/ebooks/47275> [accessed 13 May 2015].

The following examples illustrate different types of possible entries in the List of References:

Monographs by one or more authors:

Carter, Ronald 1987. *Vocabulary. Applied Linguistic Perspectives*. London: Allen & Unwin.

Nord, Christiane 2005. *Text Analysis in Translation. Theory, Methodology, and Didactic Application of a Model for Translation-Oriented Text Analysis*. Translated from the German by Christiane Nord and Penelope Sparrow. Amsterdam: Rodopi.

Pym, Anthony, François Grin, Claudio Sfreddo & Andy L. J. Chan 2012. *The Status of the Translation Profession in the European Union*. Luxembourg: Publication Offices of the European Union. Available at: http://ec.europa.eu/dgs/translation/publications/studies/translation_profession_en.pdf [accessed 13 June 2014].

Articles in edited books:

Bassnett, Susan 1998. The Translation Turn in Cultural Studies. In: Susan Bassnett & André Lefevere (eds) *Constructing Cultures. Essays on Literary Translation*. Clevedon: Multilingual Matters, 123–140.

McCarthy, Michael & Ronald Carter 1997. Written and Spoken Vocabulary. In: Norbert Schmitt & Michael McCarthy (eds) *Vocabulary. Description, Acquisition and Pedagogy*. Cambridge: Cambridge University Press, 20–39.

Articles in scientific journals:

Tesseur, Wine 2014. Institutional Multilingualism in NGOs. Amnesty International's Strategic Understanding of Multilingualism. *Meta* 59:3, 557–577.

Upton, Thomas A. 2002. Understanding Direct Mail Letters as a Genre. *International Journal of Corpus Linguistics* 7:1, 65–85.

N.B. References to articles in journals with named editors for each volume or issue, such as *MikaEL*, are formatted as follows:

Konttinen, Kalle, Outi Veivo, Tiina Holopainen & Leena Salmi 2017. Multilingual Translation Workshop: Developing professionals in a simulated translation market. *MikaEL – Electronic Journal of the KäTu Symposium on Translation and Interpreting Studies* 10, 150–164. Eds. Ritva Hartama-Heinonen, Marja Kivilehto, Liisa Laukkanen & Minna Ruokonen. Available at: <https://www.sktl.fi/liitto/seminaarit/mikael-verkkojulkaisu/arkisto-archive/mikael-vol-10-2017/> [accessed 22 May 2018].

Articles in newspapers (name of the author not known):

Tartu teated. *Postimees* (Tartu) 2 August 1934, 7. Accessed via Digiteeritud eesti ajalehed database, available at: <http://dea.nlib.ee/> [accessed 23 July 2012].

Online references:

Rastier, François 2001. *Éléments de théorie des genres. Texto!* Available at: http://www.revue-texto.net/1996-2007/Inedits/Rastier/Rastier_Elements.html [accessed 2 May 2007].

MOT Ruotsi 2.0a 2007. [Swedish–Finnish–Swedish dictionary.] Available at: <http://mot.kielikone.fi/mot/vaasayo/netmot.exe/>. [Registered users of the University of Vaasa only, accessed 13 May 2015].

SKTL 2014. Mitä ovat viralliset ja valantehneet kääntäjät? [What are official and sworn translators?] Available at: http://www.sktl.fi/kaantaminen_ja_tulkkaus/auktoisoitu-kaantaminen/mita-ovat-viralliset-ja-valanteh/ [accessed 27 October 2014].

Papers presented at conferences:

Hartama-Heinonen, Ritva 2006. Kääntäjä – vastavirran strategi. Paper presented at *IV Symposium on Translation and Interpreting Studies*, Savonlinna, Finland, 21–22 April 2006.

Barber, Wendy & Badre Albert 1998. Culturability: The Merging of Culture and Usability. Paper presented at *4th Conference on Human Factors & the Web*, Basking Ridge NJ, USA. Available at: <http://zing.ncsl.nist.gov/hfweb/att4/proceedings/barber/> [accessed 26 June 2007].

In the text, the presentations are referred to in the same way as other sources.

Several publications by the same author in the same year:

Alphabetize the publications by their title; for example, *Concept* comes before *Foundations*. Use the letters ‘a’, ‘b’, ‘c’, etc. to distinguish the publications.

Langacker, Ronald W. 1991a. *Concept, Image and Symbol. The Cognitive Basis of Grammar*. Berlin: Mouton.

Langacker, Ronald W. 1991b. *Foundations of Cognitive Grammar. Vol. 2. Descriptive Application*. Stanford: Stanford University Press.

Indicating the year of original publication or an earlier edition:

Dostoevskij, F.M. 2006 [1866]. *Prestuplenie i nakazanie*. Moscow: Olma-Press.

Venuti, Lawrence 2008 [1995]. *The Translator’s Invisibility*. 2nd edition. London: Routledge.

Acknowledgements and feedback

The editors are indebted to their colleagues Stuart von Wolff and Kathy Saranpa at the University of Eastern Finland for their invaluable comments on the English guidelines. The responsibility for any remaining inconsistencies or errors rests with the editors, who also welcome any feedback and suggestions for improvement.