

# Outreach

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# Announcements on the Lab-Website

Announcements for our [CALC website](#) are handled through the folder `posts` in our GitHub repository. To make an announcement, create a new file and name it after the scheme `{year}-{month}-{day}-{title}.md`. The title should not contain spaces.

The content can be varied, written in Markdown, but the first three lines are fixed, they contain the full title of the post in the first line, the username preceded by an `@` (usernames are given to all members individually, you can always ask the chair for your username, or also search the Python file `create-calc.py`, where we have a list of all past and present users with their username). The third line **must** be left blank.

```
My Fancy Title of the Page
```

```
@user
```

```
Today, I woke up early to wrote some content...
```

When writing announcements for new articles, you can use previous posts to see how they have been announced. Here is an example that can be used as a model (including the abstract).

```
New Conference Paper
```

```
@lingulist
```

```
Our conference paper (by Robert Forkel and myself), submitted to the DHd 2024 conference, co-organized by the Chair fo Multilingual Computational Linguistics, has appeared online now. In this paper, titled "Cross-Linguistic Data Formats (CLDF): D'où Venons Nous? Que Sommes Nous? Où Allons Nous?" (DOI: [10.5281/zenodo.10698325](https://doi.org/10.5281/zenodo.10698325)) we present how the Cross-Linguistic Data Formats were established and how we think they could further develop in the next years.
```

```
> Seit nun mehr zehn Jahren entwickeln wir in Kollaboration mit einer Vielzahl von Forschenden im Bereich der vergleichenden Sprachwissenschaft die sogenannten Cross-Linguistic Data Formats (CLDF), eine Sammlung von Standards, die -- basierend auf tabellarischen Datenformaten -- dazu dient, den großen Wissenschatz, den die linguistische Forschung in den letzten 200 Jahren erschlossen hat, so aufzubereiten, dass er systematisch aggregiert, mit anderen Datensätzen integriert, und transparent analysiert werden kann. Trotz anfänglicher Schwierigkeiten hat sich unser Bemühen als sehr erfolgreich erwiesen, auch wenn manches, von dem wir zuerst
```

dachten, es sei leicht zu realisieren, sich als äußerst kompliziert herausgestellt hat. Heute schon liegen in CLDF die größten lexikalischen und typologisch-grammatischen Sammlungen an Sprachdaten vor, und ein Ende ist bisher nicht in Sicht. In unserer Studie stellen wir vor, wie CLDF zu dem wurde, was es heute ist, und wo wir die Standardformate in der Zukunft sehen.

If you have submitted a preprint in a post, or an article, make sure to also update the file [local.bib](#), where we store our publications, talks, and preprints in BibTeX format (see [Handling Publications, Preprints, and Talks in local.bib](#)).

# Handling Publications, Preprints, and Talks in the BibTeX Bibliography

The file `local.bib` stores all our publications. To handle it, you must follow some general rules when adding your BibTeX file. First, please use regular article types, do not use fancy types like `@inbook`, only `incollection`, `article`, `book` or `phdthesis`, we usually do not have many more.

Each BibTeX entry has a couple of extra fields that must be submitted. These are:

- `sortauthor`: needed to determine the order in which articles appear on the website,
- `_doi`: to display the DOI prominently on the website,
- ``_pdf'`: a direct link to the PDF if you wish to include it (usually, the DOI is enough),
- `_draft`: a URL linking to the draft (can also be a DOI),
- `keywords`: to determine the project in which the research was carried out and to provide three (only three) keywords.

## Field `sortauthor` in `local.bib`

A field that makes sure the order on the website is handled well (only not required for talks, where we have clear dates). To find out what to put here, please go to the [website](#) and check in which section your paper will appear (preprint, forthcoming, or the current year). Then go to the top-most article in the section and check the formula. E.g. in the year 2024, we have the article by Kim and Tjuka (2024).

“ Kim, Y. and A. Tjuka (2024): Cognitive science from the perspective of linguistic diversity. *Cognitive Science* 48.2. 1-5.

The BibTeX entry looks as follows:

```
@Article{Kim2024,  
  author    = {Kim, Yoolim and Tjuka, Annika},
```

```

title    = {Cognitive science from the perspective of linguistic diversity},
number   = {2},
pages    = {1-5},
volume   = {48},
_doi     = {10.1111/cogs.13418},
sortauthor = {Papers, 3},

journal  = {Cognitive Science},
keywords = {_calc3, cognitive science, linguistic diversity, concepts},
publisher = {Wiley},
year     = {2024},
}

```

The `sortauthor` field shows `Papers, 3` as value, so any new paper in 2024, should be `Papers, 4`. From `Papers, 9` on, we would start to use `Papers, A`, `Papers, B`, etc.

## Field `keywords` in `local.bib`

The field is comma-separated (we use comma plus space) and contains maximally three keywords, plus specific keywords referring to the project in which the study was published. Thus, `_produsemy` refers to the ProduSemy project, `_calc3` to the CALC<sup>3</sup> project, and `_mcl` to projects only published by the chair, not identified with any project.

## Specific Format for Preprints

For preprints, we use a custom BibTeX class called `@Preprint`, which is rendered in a specific form. When using it, you can fill it in like an article, but `volume` and `number` and `pages` should be filled in by using the year for the volume, the month (numerical) for the number, and the pages starting from one to the number of pages as in the PDF submitted to the preprint server. The journal is the preprint server. An example is given below.

```

@Preprint{List2024PREPRINTa,
  author   = {List, Johann-Mattis},
  journal  = {Humanities Commons},
  number   = {0},
  title    = {Productive Signs: A computer-assisted analysis of evolutionary, typological, and cognitive
dimensions of word families},
}

```

```

volume = {0},
year = {2024},
_doi = {https://doi.org/10.17613/zfwr-sn25},
_pdf = {https://hcommons.org/deposits/download/hc:63328/CONTENT/list-2024-productive-signs-
preprint.pdf/},
groups = {Preprints},
keywords = {_produsemy, word families, lexical compositionality, computer-assisted language comparison},
pages = {1-12},
sortauthor = {Preprint, 6},
}

```

## Specific Format for Talks

For talks, we have the BibTeX type `@customa`, and we have some specific fields that must be submitted. Consider the example below.

```

@Customa{Forkel2024TALKa,
author = {Forkel, Robert and List, Johann-Mattis},
eventdate = {2024-02-26/2024-03-30},
eventtitle = {Digital Humanities im deutschsprachigen Raum},
howpublished = {talkconference},
title = {Cross-Linguistic Data Formats (CLDF): D'où Venons Nous? Que Sommes Nous? Où Allons Nous?},
venue = {Passau},
year = {2024},
organization = {University of Passau},
groups = {Talks},
keywords = {_mcl, cross-linguistic data formats, CLDF, overview},
}

```

Here, you can see that we have the event-date (which is from to, minimally, you must submit one day). You must provide the title of the event, the venue, and the entry `howpublished` is a shortcut that we resolve automatically.

Thus, `talkconference` is resolved as follows on the website:

“ Forkel, R. and J.-M. List (2024): Cross-Linguistic Data Formats (CLDF): D'où Venons Nous? Que Sommes Nous? Où Allons Nous?. Talk, held at the conference "Digital Humanities im deutschsprachigen Raum" (2024/02/26-03/30, Passau,

To make sure you use the correct short cut, please compare with similar entries (e.g., if it is no conference, but a workshop). The individual short cuts are as follows:

```
self._modifiers = {  
    'paperconference' : 'Paper, presented at the conference',  
    'paperworkshop': 'Paper, presented at the workshop',  
    'talkconference': 'Talk, held at the conference',  
    'talkworkshop': 'Talk, held at the workshop',  
    "keynoteat": "Keynote, held at the conference",  
    "lectureseries": "Talk, given for the lecture series",  
    'talkatm': 'Talk, held at the'  
}
```

# Announcing Upcoming Talks and Events on the Lab Website

Announcements on our lab website are done by modifying the file [static/events.md](#). The format is probably self-explanatory. Here is anyway some explanation.

The basic template is a one-liner that consists of the DATE (which can be a range), and an announcement, and is followed by a Link.

```
**DATE**: Firstname Familyname will give a talk titled "Talk title" as part of the workshop "Workshop title".  
[[URL]](https://link2site.html)
```

Depending on what you present, you can modify parts of the main text. But the data has a fixed format, as `Year-Month-Day` for a single day and `Year-Month-FirstDay/LastDay` for an event over several days in the same month, and `Year-FirstMonth-FirstDay/SecondMonth-SecondDay` if it spans two months. The URL format is also fixed, please always type `[[URL]](LINK)` and replace `LINK` by the actual link to the event.

Note that after you edited the file, you always must make a new Pull Request on GitHub, please do not merge this directly, but open a pull request and then tag Mattis (`@lingulist`) to merge and review it.

# Announcing Talks to the Faculty and the Public

There are special rules to follow when announcing talks by invited guests or by chair members to the faculty and to the public. These talks usually have a target audience that is *open*, thus not restricted in any form. The faculty's rules were described in an email listed here.

## 1 Include Talk in Newsletter

“ Um eine Informationsüberflutung zu vermeiden, würden wir Sie bitten, Ihre Gastvortragsankündigungen, Ankündigungen von Symposien usw. immer mindestens zwei Wochen vor dem Termin der Veranstaltung an das [dekanat@geku.uni-passau.de](mailto:dekanat@geku.uni-passau.de) zu senden, damit diese in den Newsletter mit den Veranstaltungshinweisen der Fakultät aufgenommen werden können. Wir werden Ihre Informationen gesammelt immer am darauffolgenden Mittwoch an den unten angegebenen Verteiler versenden.

## 2 Presentation of Talks in the Foyer

“ Wenn Sie möchten, dass Ihre Veranstaltungen neben den Newsletter auch über den Infoscreen beworben werden, senden Sie uns bitte die ausgefüllten Folien ebenfalls immer mind. zwei Wochen vor dem Termin der Veranstaltung an das [dekanat@geku.uni-passau.de](mailto:dekanat@geku.uni-passau.de) zu. Bitte verwenden Sie dafür, die in der Anlage befindlichen Vorlagen für die Bildschirmpräsentation und befüllen Sie diese bitte stichpunktartig mit Ihren Informationen. Die Vorlagen werden immer nur einige Sekunden angezeigt, daher eignen sich kurze prägnante Informationen mit einem entsprechenden Link oder QR-Code für weitere Informationen.

You can download the slides from [this link](#) (please download, do not fill in here).

## 3 Presentation on the Website

“ Die Webseite der Fakultät wird modernisiert und auf die Umstellung des neuen Uni-Designs vorbereitet. Auf der Startseite der Fakultät befindet sich neuerdings ein „Slider-Element“, durch das besondere Aktivitäten und Neuigkeiten aus der Fakultät stärker sichtbar gemacht werden sollen. Hier werden beispielsweise auch kurzfristig Veranstaltungen verlinkt, welche Sie uns bereits für die Ankündigung auf dem Infobildschirm im Foyer des Nikolaklosters zusenden. Für die Verlinkung benötigen wir ein prägnantes Bild sowie einen Link, entweder auf die entsprechende Seite der Professur / des Lehrstuhls oder zur Meldung, die Sie unter Ihren aktuellen Nachrichten bereits veröffentlicht haben. Wenn dies beides bereits in der Powerpoint-Folie für den Bildschirm vorhanden ist, brauchen Sie nichts weiter zu tun.