



AEGEUS SOCIETY FOR AEGEAN PREHISTORY

Aegean Studies

Aegean Studies, the journal of *Aegeus – Society for Aegean Prehistory*, accepts papers which present new theoretical approaches and innovative means of data analysis with the aim of illuminating and explaining the prehistory and early Iron Age of the Aegean and its neighbouring areas. Papers may focus on subjects such as social relations and structures, economic practices, political institutions, ideology and perceptions. Especially welcome are interdisciplinary contributions, as well as studies for the promotion and management of prehistoric culture.

Articles publishing for the first time any archaeological material in a private or public collection acquired after 30 December 1973 are accepted only if they sufficiently document the legal export of the material from its country of origin. An exception may be made where an article aims to document the loss of archaeological context of the objects which it presents.

The *Aegean Book Reviews* are part of *Aegean Studies*. Critical reviews will be accepted of studies concerning Aegean and Cypriot prehistoric archaeology, as well as related fields (such as environmental archaeology, social anthropology, technological applications etc). Reviews are sought from members and friends of *Aegeus*, on request from the Book Reviews Committee of the Society.

Texts are accepted in Greek and in English, and will initially be published electronically on the *Aegeus* website, and subsequently in the pages of *Aegean Studies*.

Submission of papers

The publication process

1. Initial submission of study

All articles are assessed by the Editor or another member of the editorial team so as to ensure that the study falls within the range of interest of the journal and has followed these notes for contributors.

2. Anonymous review

All texts without exception undergo anonymous review by two reviewers. Reviewers may be members of *Aegeus* or other researchers with published works relevant to the text in question. Only one of the two reviewers may be member of the editorial team. Where the reviewers agree, their decision is binding. Where reviewers disagree, the Editor or a member of the editorial team shall act as a third reviewer.

3. Corrections and additions

Where the decision of the review process is positive, the editorial team stipulates the time period within which necessary corrections or additions must be completed by the authors. At this stage it is possible to add extended corrections to the text, while ensuring also that illustrations are suitable for publication.

4. Page-setting

The corrected text is page-set and sent back to the authors for final comments. At this stage only typographic and orthographic corrections are accepted.

5. Digital pre-publication

After the completion of final corrections the article is published in its complete and final form on the *Aegeus* website, with appropriate final page numbers, as a PDF file. The article is considered published from this point and may be cited bibliographically in other publications.

6. Final printed publication

Articles are organised in a yearly volume and – without any changes – published in their final, printed form.

Note

Each article submitted for publication is dealt with, in each of the stages listed above, in strict chronological order of submission.

Preparation of texts

The preparation and submission of texts is an entirely digital process.

Text

Papers may be submitted in Greek or English. Length should be up to about 10,000 words (including bibliography). Shorter studies are welcomed. Substantially longer texts will be examined on a case-by-case basis by the editorial team. The main text should be accompanied by an abstract of 100-250

words in both Greek and English, along with 5-10 key words. Where necessary, the abstract may be translated by the editorial team.

The text must be prepared on a computer in Microsoft Word format. Many programs, such as OpenOffice, are able to save in this format (with extension .doc or .docx). It is essential to use a widely available Unicode font (such as Arial, Athena, Calibri, Cambria, Courier, Gentium, KadmosU, Lucida Grande, Times New Roman, or Verdana) and to avoid the use of other fonts, so as to ensure the readability of the text for all members of the editorial team. Authors are asked, if possible, to submit in addition a PDF file so as to retain special characters (such as those of the International Phonetic Alphabet in transcribing texts of ancient languages).

The text should be presented in 12 point font, single spaced, aligned left. Leave one blank line between paragraphs by pressing Enter and not by paragraph formatting. First lines of paragraphs should not be indented. In general, avoid formatting within the text.

Title:

The title of the article should be written with bold, underlined characters. Section headings should be bold, while subsection headings should be italics:

Title

Section heading

Subsection heading

Footnotes

Footnotes are allowed either for bibliographic references (see below for directions on bibliographic references), or for short and absolutely necessary comments that are impossible to insert in the main text.

Acknowledgements should be placed as the first footnote from the paper title with special marking (asterisk instead of number).

Spelling and grammar

For texts in Greek, for questions of style and the general use of language authors follow the grammar and syntax of the standard, modern demotic, including established archaic words, phrases and especially rules. In English, authors may choose between different spelling rules (e.g. British, US, Australian etc), as long as the choice remains consistent. For American usage the periodical *Hesperia* recommends the *Chicago Manual of Style* (latest edition), University of Chicago Press.

Although personal styles of writing are fully respected, texts must be written in a clear way to be understood by the majority of interested readers. For example, specialist terms or those deriving from specific philosophical approaches or scientific techniques should be explained.

Where the text is written in a language other than the mother tongue of the author, then it is the responsibility of the latter to have the text checked by a native speaker. The editorial team has very restricted time availability for linguistic corrections and expects to work on the finished text. Language editors

should be referred to in the acknowledgements.

Greek proper names, including place names, should be written in English according to the rules of the Library of Congress, without accents on the vowels. Thus Αγία Τριάδα is Agia Triada (not Haghia Triadha), Μακρύγιαλος is Makrygialos (not Makriyalos).

Well-established usages for place and personal names in Greek and English should however be retained. Thus in Greek use Λονδίνο not Λόντον or London, In English use Athens not Athena or Athina or Athenae, use Thebes not Theva or Theba.

Ancient names or authors in English texts should be written according to the rules of the Loeb editions Harvard University Press (http://en.wikipedia.org/wiki/Loeb_Classical_Library). E.g. Platon and not Plato, Herodotus and not Herodotos.

Standard abbreviations are used for the findspots of Linear B:

H[agia]T[riada], KN[ossos], KH[ania], PH[aiastos], PY[los], MY[cenae], TI[ryns] MI[dea], A[yios]V[asileios], EL[eusis], KREUS[is], TH[ebes], GLA, ORCH[omenos], MED[eon], DI[mini] ,VO[los].

Bibliography

References should follow the “Harvard system” but are placed in footnotes, while a list of bibliography is placed at the end of the text. References should be in the following format.

References in footnotes:

Write the author and the year of publication. The name of the author is to be written in Latin letters without exception and without consideration of whether the work was published in Greek or in any other language which does not use Latin letters (such as Cyrillic). Do not use a comma:

⁵ Tsountas 1898.

The author is written in the footnote even when referred to in the main text. In this case Greek names are written with Greek letters in Greek texts, but they are referred to again in the footnote with Latin letters. Use a colon between the year of publication and pages:

Renfrew¹¹ reports ...

¹¹ Renfrew 1972: 47-49.

Ο Ντούμας⁵ υποστηρίζει ...

⁵ Doumas 1977: 79.

Put multiple authors in alphabetical order of author and use the semi-colon (high dot in Greek texts) to separate them:

⁴³ Alexiou 2002; Hallager 1988.

or

⁴³ Alexiou 2002; Hallager 1988.

An exception may be made only when referring to issues of the history of research or a series of excavation seasons. In these cases it is possible to put references according to the year of publication and not after the author(s) name(s):

The excavations at Mycenae¹⁵

¹⁵ Schliemann 1878; Mylonas 1972.

Do not repeat the name of the author where there is a series of works referred to:

⁸ Hood 1971: 60; 1978: 30-35, 92-98.

Use a, b, c etc where different publications of the same author have been published in the same year:

²¹ Hallager 1988a; 1988b; 1988c.

For two authors use the ampersand (&):

³³ Soles & Davaras 1996: 200.

Use *et al.* for more than two authors or editors:

⁴⁶ Cadogan *et al.* 1993: 23.

When using a work in its second (or later) edition, or in translation, use the year of publication of the edition to which you are referring, followed by the year of original publication in square brackets:

¹⁶ Pendlebury 1963 [1939]: 35-38.

Do not use a comma when the figure or item to which you are referring is found on the same page to which you refer:

³⁹ Coldstream & Huxley 1972: 134 pl. 35 nos. 54 & 55.

Ancient writers should be referred to only in footnotes, but they are not to be listed in the bibliography. In particular the author and the name of the work should be written in abbreviated form, followed by the number of the book, chapter, paragraph, verse or whichever of these criteria are appropriate to the work in question. For Greek authors in Greek texts use the abbreviations in the Dimitrakou lexicon. For Greek authors in English texts follow the latest edition of the *Oxford Classical Dictionary*. For Latin writers follow the *Oxford Latin Dictionary*. Avoid Roman numerals:

⁵⁴ Hom., *Od.* 2.4 (or Ομ., *Οδ.* 2.4 for Greek texts); Cic., *Phil.* 2.20.

References to corpora of inscriptions (such as *IG*, *SEG*), Linear A and B (*COMIK*, *GORILA*, *KT5*, *PON IV*, *PTT*, *TITHEMY*, etc) and seals (*CMS*) should be written in abbreviated form and only in the main text. Avoid Roman numerals:

²⁹ *CMS* 5 suppl. 1A 137; *IG* 12.5 (1), no. 444.

Note:

Under no circumstances use abbreviations such as *ό.π.*, *ibid.*, *eadem*, *idem* etc.

List of bibliographic references at the end of the text:

The name of the author should be written only in Latin characters. In case of publications in Greek or other languages using non-Latin (e.g. Cyrillic) characters, the author's surname is initially written in Latin characters and placed in square brackets. Then his/her full name and initials are written in the language and alphabet of the original publication. When transliterating the author's name, use the most common form where that author has published works in Latin-based languages (so for example, for Χαμηλάκης use Hamilakis). Otherwise use the simplest transliteration based on the principles of the Library of Congress without, however, using accents on vowels (so Μυλωνάς would be Mylonas). The remainder of the title should be written in the language and

alphabet of original publication:

Books:

Evans, A.J., 1921. *The palace of Minos: a comparative account of the successive stages of the early Cretan civilization as illustrated by the discoveries at Knossos, Volume 1*, London.

Blegen, C.W. & Rawson, M., 1966. *The palace of Nestor at Pylos in western Messenia, volume 1: The buildings and their contents* (2 vols), Princeton.

[Mylonas] Μυλωνάς, Γ. 1973. *Ο Ταφικός Κύκλος Β' των Μυκηνών* (Βιβλιοθήκη της εν Αθήναις Αρχαιολογικής Εταιρείας 73), Αθήνα.

Edited volumes:

When referring to the whole volume, use the English abbreviations ed. and eds for editor or editors (for individual contributions to edited volumes see the use of ed./eds below):

[Karetsov] Καρέτσου, Α. (επιμ.) 2000. *Κρήτη – Αίγυπτος. Πολιτισμικοί δεσμοί τριών χιλιετιών (Μελέτες)*, Athens [or Αθήνα, where submitting in Greek].

Tzedakis, G. & Martlew, H. (eds), 1999. *Μινωιτών και Μυκηναίων γεύσεις (Εθνικό Αρχαιολογικό Μουσείο 12 Ιουλίου – 27 Νοεμβρίου 1999)*, Athens [or Αθήνα, where submitting in Greek].

Works in subsequent editions:

The year of first publication is given in square brackets, thus:

Pendlebury, J.D.S. 1963 [1939]. *The archaeology of Crete: an introduction*, New York.

Translations:

Translations should be avoided where possible. When necessary, the year of first publication in the original language should be given in square brackets, and the translator in parentheses:

Foucault, M. 1978 [1976]. *The history of sexuality, volume I: an introduction* (Translated by R. Hurley), New York.

Articles:

Schoep, I. 2002. 'Social and political organisation on Crete in the Proto-Palatial Period', *JMA* 15.1: 101-132.

Caskey, J.L. 1958. 'Excavations at Lerna, 1957', *Hesperia* 27: 125-144.

Chapters or papers in monographs or proceedings:

Use ed. or eds for English publications or επ. for Greek publications or the appropriate abbreviations for publications in other languages:

Popham, M.R. 2004. 'An east Cretan Late Minoan IA vase at Knossos', in G. Cadogan, G., E. Hatzaki & A. Vasilakis (eds), 2004. *Knossos: palace, city, state. Proceedings of the conference in Herakleion organised by the BSA and the 23rd Ephoria of Prehistoric and Classical Antiquities of Herakleion, in November 2000, for the centenary of Sir Arthur Evans's excavations at Knossos* (BSA Studies 12),

London: 253–256.

Belli, P. 1999. 'The 'Early Hypogaeum' at Knossos: some hints for future investigations', in P.P. Betancourt, V. Karageorghis, R. Laffineur & W.-D. Niemeier (eds.), *Meletemata: Studies in Aegean archaeology presented to Malcolm H. Wiener as he enters his 65th Year* (Aegaeum 20), Liège & Austin: 28–32.

[Tzachili] Τζαχίλη, Ι. 2000. "Αιγυπτιακές και μινωικές ενδυμασίες: πολιτισμικές διαφορές και συμπληρωματικότητα", στο Α. Καρέτσου (επιμ.), *Κρήτη – Αίγυπτος. Πολιτισμικοί δεσμοί τριών χιλιετιών (Μελέτες)*, Αθήνα: 71–77.

Reviews:

Momigliano, N. 2000. Review of J.A. MacGillivray, *Knossos: pottery groups of the Old Palace period* (London 1999), *The Classical Review* 50: 230–232.

Doctoral dissertations:

Van de Moortel, A. 1998. *The transition from the Protopalatial to the Neopalatial society in south-central Crete: a ceramic perspective*, Ph.D. Thesis, Bryn Mawr College.

Electronic publications:

Galanakis, Y. 2010. 'The new Aegean world gallery in the redeveloped Ashmolean Museum', <http://www.aegeussociety.org/en/index.php/excavations-and-research/galanakis-the-new-aegean-world-gallery/>, επίσκεψη 15-1-2011 [or viewed 15-1-2011 for English texts].

Notes:

In the bibliography at the end of the text there should be no reference to Classical or medieval writers (such as Pausanias, Thucydides etc). These are referred to in abbreviated form only in the main text (see above).

In the bibliographic listing at the end of the text all authors and editors should be referred to by name, regardless of their number. The abbreviation *et al.* is used only in the main text footnotes.

For abbreviations of journals or series (such as *Studies in Mediterranean Archaeology*, or the Acta of the Swedish Institutes in Athens or Rome) follow the guidelines of the *American Journal of Archaeology*, with the exceptions of Greek journals, where the usual abbreviations are used, e.g. *ΠΑΕ* and not *Prakt*, *ΑΔ* and not *ArchDelt*.

Images

Authors are solely responsible for securing all necessary permissions for reproduction and publication of images in their papers.

Colour and monochrome images are accepted, although colour reproduction depends on the budget available for each volume of the periodical. The PDF version of the article on the *Aegeus* website will in any case contain colour images.

Photographs should be at least 13 cm × 18 cm (7" × 5") and 350 dpi in TIFF format.

Line drawings should be at least 13 cm X 18 cm (7" × 5") and 1200 dpi in TIFF format. For alternative formats (e.g. EPS vector drawings) please contact the editorial committee.

Tables

Tables should be submitted only in spreadsheet form (Microsoft Excel or its equivalent in OpenOffice) with the extension .xls or .xlsx. Avoid using formatting commands where possible.

Submission of an article

The article (text and images) should be send in digital form by email at the following address: aegeanstudies@aegeussociety.org or to one of the editors.

Authors should submit the following files: the main text, captions for images, bibliography and abstract as follows: authorname_txt.doc[x], authorname_capt.doc[x], authorname_biblio.doc[x], authorname_abst.doc[x]. Images should be submitted as separate files (eg authorname_fig_1.tif[f] and in no circumstances embodied in the text or in a PowerPoint presentation (see detailed instructions above).

Submission of reviews

Those interested in submitting reviews should send an e-mail at the following address: aegeanbookreviews@aegeussociety.org or to one of the Reviews Committee.