Guidelines for authors

Editorial policy for Environmental Archaeology, The Journal of Human Palaeoecology (EA) is to publish a wide range of contributions in all fields of environmental archaeology, from diaries to synthesis and theory. These may take the form of substantial research papers (up to 6000 words in length) or shorter reports. Papers may include, for instance, new techniques, philosophical discussions, current controversies and suggestions for new research, as well as conventional research papers. Review papers are welcome as long as they are sufficiently critical and succinct. Comments and replies to papers published in the journal (up to 2000 words) will be included as will book reviews and review articles on important new books or collections of books on related topics.

Articles for EA should be typed well-spaced (1.5 word processor spacing) on A4 paper with at least 30 mm margins. The name(s) and address(es) of the author(s) should be included, as well as an abstract of up to 200 words and six keywords. Pages should be numbered and text should not use more than three grades of heading.

Line drawings must be of publication quality, in black ink on white paper or drawing film, to fit within a frame 168 x 230 mm maximum (excluding caption) after appropriate reduction. Drafting (e.g. line width, typography) should take account of the intended reduction. Computer-generated drawings must be provided in hard copy and digital format (EPS or TIFF only). Captions for figures and tables should be supplied separately and appended to the disc copy of the text, and labelling on figures should be in publishable form. Half-tone photographs can be accommodated, but authors wishing to make extensive use of photographs, and particularly of colour, should note that they may be asked to contribute towards the high cost of production. Articles will be submitted to referees (normally two); authors may, if they wish, suggest suitable referees for their articles, although there will be no obligation to follow such suggestions.

TWO HARD COPIES and a 3.5" disk version (preferably in Word for Windows, though Word, Macintosh Word, WordPerfect and, if absolutely necessary, ASCII files can be accommodated) of contributions must be submitted to the Co-ordinating Editor, from whom an initial acknowledgement will be received. Authors will subsequently be contacted by one of the Associate Editors, who will arrange refereeing and editing. Text proofs of papers will be provided and these should be returned within one week of receipt. Note that authors genuinely unable to obtain access to appropriate word-processing facilities may submit typescripts, which can then be typed by EA.


Authorities must be given to Latin names, either at their first mention or in a comprehensive list, and species lists should follow a named checklist. Taxonomic names above genus should not be italicised. In the text, references should be indicated by the author's name and the year of publication (with page numbers where necessary), as follows: Percival (1921, 178) or (Hall and Kenward 1988; Paap 1984). References should follow the 'modified Harvard' convention, as in this volume, and should be listed in alphabetical order (with journal titles in full) at the end of the paper, as below:


Where three or more authors are involved, use Davies et al. in the text but all of the authors' names in the list of references. A more detailed style sheet may be obtained from the co-ordinating editor. Footnotes and endnotes should be avoided if at all possible.

25 Free reprints of each paper will normally be supplied to the authors.

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