Publication Guidelines
for the journal
GEOARCHAEOLOGY
A John Wiley & Sons Journal

GEOARCHAEOLOGY is an interdisciplinary journal published bimonthly. It presents work at the methodological and theoretical interface between archaeology and the earth sciences and includes within its scope interdisciplinary work focusing on understanding archaeological sites, their natural context, and particularly the aspects of site formation processes. Manuscripts should explore the interrelationship between archaeology and the various disciplines within the earth sciences, such as: geology, geography, pedology, climatology, oceanography, geochemistry, geochronology, and geophysics. They may also deal with biological aspects such as faunal and botanical remains. The journal also welcomes manuscripts concerning the examination of material objects by analytical techniques, for example, ceramics, metals, flints, plasters, and cements.

Manuscripts must be original works not currently under consideration elsewhere for publication. Submitted manuscripts must be typed, double-spaced on one side of nonerasable, good quality white bond, 8½ × 11” paper with a left-justified margin of one inch. Single-spaced manuscripts will be returned to the authors. Each manuscript must include a 150-word abstract, text, references, tables, and figures. Number all pages through the reference section, beginning with the abstract. Although exceptions will be considered, the text should not exceed 25 typewritten pages. ONE ORIGINAL AND TWO XEROX-TYPE PHOTOCOPIES (INCLUDING FIGURES) ARE TO BE SUBMITTED. Receipt of manuscripts will be acknowledged by the editor-in-chief. All manuscripts will be reviewed by the editors and by two (2) readers. If review remarks are such that substantial changes are necessary before a manuscript is acceptable for publication, the revised manuscript may be rereviewed, preferably by the original readers, before it is accepted for publication by the editor-in-chief.

No article can be published unless accompanied by a signed publication agreement, which serves as a transfer of copyright from author to publisher. A publication agreement may be obtained from the editor or the publisher. A copy of the publication agreement appears in most issues of the journal. Only original papers will be accepted and copyright in published papers will be vested in the publisher. It is the author’s responsibility to obtain written
PUBLICATION GUIDELINES

Permission to reproduce material that has appeared in another publication.

MANUSCRIPT FORMAT

Title

Titles should be as short as possible but still convey the essence of the manuscript.

Name(s) and Affiliation(s) of Author(s)

Keep addresses short but complete, including zip code and country so that communications can reach you. A complete phone number, fax number, and e-mail address should be given in the cover letter included with the manuscript.

Abstract

The abstract should represent a complete, concise summary of the paper, including the subject, aim, methods and conclusions, and should not exceed 150 words. Statements such as “the implications of the results are discussed…” are not acceptable. The word ABSTRACT should be capitalized and placed flush at the left margin of the page above the abstract.

Introduction

The introduction should give the purpose and a review of precious work for a synthesis, research paper, or methodology/technique paper. As with the remainder of the manuscript, all headings should be placed flush on the left margin of the page. The first-order heading, INTRODUCTION, should be capitalized. Second-order headings should have the first letter of each principal word capitalized and the following letters in lower case. Third-order headings are italicized (underlined) with the first letter of each principal word capitalized and the remaining letters in lower case. Fourth-order headings are not permitted.

Methods, Techniques, Materials Studied, or Geographic Area

This section, especially in research and methodology/technique papers, should give precise information on methods used and the database of the study. All quantitative material should be expressed in the International System of Units (SI) or modern metric units. Scientific names of plant and animal genera, species, and subspecies should be italicized (underlined); specific and lower categories being written with a lower-case initial letter. Nomenclature should follow the appropriate international code. Geological, archaeological, ecological, and other scientific names should follow standard usage or be defined the first time they are employed in the text.

Results

This section should be based.

Conclusions

Interpretations based on the study should be based.

Acknowledgments

If acknowledgments.

References

In text citations, and with "et al." after the last name, a comma should be given; e.g., Jones, 1984. First after a longer work must give name and date; e.g., Jones, 1984. Personal communication should be alphabetized in a list titled REFERENCES. ACKNOWLEDGEMENTS should be given the same author(s), than using a dash. This is for bibliographic style common cases:

Results

This section should present results derived and substantiated from the data base.

Conclusions

Interpretations based on the results and broader implications derived from the study should be placed in this section.

Acknowledgments

If acknowledgments are desired, place them after the last section of the text.

References

In text citations, the author's name (or authors connected by "and" if two and with "et al." after the first name if more than two) and year of publication should be given; e.g., "(Jones, 1980)" or "according to Jones (1980)." Where more than one reference is cited, they should be placed with the oldest date first; e.g., "(Jones, 1980; Smith, 1985; Wilson, 1992)." Citations from a portion of a longer work must give a page reference. Personal communications should give name and date as follows: "(Black, personal communication, 1992)." Personal communications are not listed in the REFERENCES section. Works cited should be alphabetically grouped by first author's surname in an unnumbered list titled REFERENCES at the end of the body of the manuscript, following ACKNOWLEDGMENTS (if used). Where two or more references are cited for the same author(s), the name(s) is (are) spelled out a second time rather than using a dash. Authors should look at a recent issue of Geoarchaeology for bibliographic style. The following list gives the format for the most common cases:

Unpublished Reports

Books

Government Publications
PUBLICATION GUIDELINES

Edited Volumes

Talks or Papers at Meetings

Journal Articles

Master Theses and Ph.D. Dissertations

Manuscripts that have a REFERENCES section that differs from the Geoarchaeology format will be returned to the author(s) for correction before they can be accepted for publication.

Tables
Tables will be included in the main body of the text when printed, but should be submitted separately, each to a page, after the references. Lightly pencil the table number (I, II, III, IV, etc.) on the reverse side of each table. An in-text citation to each table should be made, either as a part of a sentence, “as seen in Table III,” or in parentheses “(Table IV).” Table captions should be grouped on one or more pages, typed double-spaced, consecutively numbered, and placed with the tables at the end of the manuscript.

Illustrations
All illustrations (black and white glossy photographs, black ink line drawings, computer graphics) are to be numbered in a single sequence as “Figure 1,” “Figure 2,” etc., and placed after references in the text in the same manner as tables (see above). Color photographs or drawings can be published at the expense of the author. Please note that original figures will be reduced to fit the text page; maximum final size after reduction is 5 × 7 in. Extra-length material requiring foldouts is not acceptable. Whenever separate items are shown in a single figure, alphabetize the figure and alphabetized items. Leave a blank line between each figure. Figure captions are not numbered on one of the manuscript.

Proofs will be sent to each author of each accepted submission. Authors should proof carefully for errors, and return proofs in proof. Reprint order forms are enclosed with proofs. The Editor reserves the right to refuse any corrections. Authors may arrange for a coauthor to read proofs by e-mail and phone number.

Address submission to:
Dr. Rolfe D. MacEachern
Editor-in-Chief
Geoarchaeology:
Department of Cultural Anthropology
University of Kansas
Lawrence, KS 66045
are shown in a single figure, each object is to be designated by a lower case, alphabet letter. The caption should then include descriptions of these alphabetized items. Lightly pencil the figure numbers on the reverse side of each figure. Figure captions should be typed, double-spaced, and consecutively numbered on one or more pages and placed with the figures at the end of the manuscript.

Proofs will be sent to the author (or to the principal author if more than one) of each accepted submission. It is the responsibility of the authors to check the proofs carefully for errors. Only absolutely necessary corrections can be made in proof. Reprint order forms will be included with the proofs. The publisher reserves the right to "pass for press" if authors' corrections are not received in time. Authors receiving proofs should check with their coauthor(s) concerning corrections. Authors who will be away for extended periods of time should arrange for a coauthor or colleague to check the proofs; their address (including e-mail) and phone number should be provided.

Address submissions to:
Dr. Rolfe D. Mandel
Editor-in-Chief
Geoarchaeology: An International Journal
Department of Geography
University of Kansas
Lawrence, KS 66045-2121