



24th International Conference of the
European Association for South Asian Archaeology and Art (EASAA)
Naples (Italy), 2-6 July 2018

STYLE SHEET FOR THE PROCEEDINGS OF THE 2018 EASAA CONFERENCE

Manuscript Submission

Please submit two copies of your paper. The first should be in PDF format and should include images and captions with the text (labeled Surname_EASAA_paper); the second should be a Word document, text only (labeled Surname_EASAA_text). High-resolution images should be submitted separately and captions should be provided in a Word document (labeled Surname_EASAA_captions). Papers should be sent by email to: 2018easaa@gmail.com. If preferred, CDs with high resolution images can be sent by post to:

Dr. Anna Filigenzi

ISMEO - Associazione Internazionale di Studi sul Mediterraneo e l'Oriente
Corso Vittorio Emanuele II 244, 00186 Roma - Italy

The submission deadline is the 28th February 2019 but do send earlier if your manuscript is ready. Papers will be reviewed by a panel of experts. Accepted papers will be published in British English only. If English is not your first language we strongly encourage you to have your paper read through by a native English speaker before you submit it.

Word Count

The text should not exceed 6000 words.

Figures

References to figures in the text should be labelled as Fig. 1, Fig. 2, etc. Pictures should be submitted separately in JPG format and vector graphics in PDF format. Please keep in mind that

we cannot guarantee that images and illustrations will be reproduced in colour. A maximum of ten images should be submitted although more may be considered if justified. Please ensure that you have obtained permission to publish and reproduce any copyright material you plan to use.

Manuscript Presentation

You are kindly requested to follow the ISMEO editorial guidelines for contributors. A summary is provided below for your convenience.

EDITORIAL GUIDELINES

Font: Please use the Times New Roman font.

Formatting and styles: Accepted formatting: italics, superscript and subscript. Bold and underlined will be removed. Please use the standard MS Word styles without modifications. “Normal” for body text; “Heading 1-3” for section titles (no more than three levels); “Footnote Text” for footnotes and “Footnote Reference” for footnote references.

Use a style named “Blockquote” for block quotations.

Inline quotations and translations use “...”.

Block quotations and translations: do not use quotation marks.

Inline and footnotes reference examples:

Do not use small caps.

Surname 1990

Surname 1990: 22-33 [pages 22-33]

Surname 1990:pls. 11-12 [plates 11-12]

Surname 1990:fig. 13 [figure 13]

Surname 1990: 23, fn. 4 [footnote 4 on page 23]

Surname 1990-1994, IV:23 [page 23 in volume IV of a four (or more) volume work]

Final bibliography examples:

Surname, F. (1990) Book Title, Series 1. Place.

Surname, F. (1990) Book Title, Series 1, further notes like translation of ... original edition ... second edition. Place.

Surname, F. (1990-1994) Book Title, Series 1, 4 Vols. Place. [in 4 volumes]

Surname, F. (1990) Book Title, Series 1, IV. Place. [volume IV]

Surname, F. (1990) Article Title. Journal Title, 1, pp. 22-33.

Surname, F. (1990) Article Title. Journal Title, 1, 1, pp. 22-33. [vol. 1, issue 1]

Surname, F. (1990) Article Title. In F. Surname, ed., Book Title, Series 1. Place, pp. 22-33.

Surname, F. (1990) Article Title. In F. Surname & F. Surname, eds., Book Title, Series 1. Place, pp. 22-33, p. 2.

Two or more authors or editors:

Surname, F. & F2. Surname2

Surname, F., F2. Surname2 & F3. Surname3

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Two first names or middle names: no spacing

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Subtitle following the title after a period (do not use a colon unless used in the title):

Title. Subtitle

Two or more places:

Place-Place

Abbreviations:

[pp.] 128-29 [128-129], but, for example, [pp.] 301-302

following/s: f./ff.

centimeter/s: cm

meter/s: m

etcetera: etc.

circa: c.

Idem.: Id., ibidem: ibid.

id est: i.e.

videlicet: viz.

exempli gratia: e.g.

volume/s: Vol./Vols.

chapter: Chapt.

column: Col.

folio/s: Fol./Fols.

translator: transl.

second [II] century: 2nd century, etc.

century: never abbreviated

before Christ: BCE

after Christ: CE

plate/s: only when referring to author's plates within one's own text: Pl./Pls.

figure/s: only when referring to author's figures within one's own text: Fig./Figs.

fig./figs., pl./pls. in all other cases

note/s: fn./fns.

doctor: Dr

Mister: Mr

Following these rules will make the editorial process easier and quicker.

Thank you very much indeed!