

PUBLICATION OF AN ARTICLE IN *ARCHÉO-NIL* JOURNAL

Guidelines for contributors

Archéo-Nil uses a double-blind peer-review process. When you submit a paper for peer review, the journal's editors will choose a minimum of two referees selected for their knowledge and expertise, who will evaluate the extent to which your paper meets the criteria for publication and provide constructive feedback on how you could improve it.

• Presentation of the manuscript

Manuscripts should be submitted in French or English. They must be written in clear, concise and grammatically correct language, with concise and informative titles. Pages should be numbered consecutively, beginning with the title page.

Notes should be placed as footnotes at the bottom of the page and numbered consecutively.

Manuscripts must not be larger than 6000 words including spaces (one page represents 500 words including spaces; one half-page illustration or half-page table represents 250 words; one quarter-of-page illustration or one quarter-of-page table represents 125 words).

The text should be submitted in PC or Macintosh format (Microsoft Word) via the internet through e-mail. Text must be written in 12pt Times New Roman, standard format. Please do not use any extra formatting.

Bibliographic references must be placed in footnotes: Surname(s) of the author(s), year of publication and page numbers, e.g. (Hendrickx 1994: 25-26). In the case of more than three authors, only the first one is cited, followed by et al. (Hendrick et al. 2009).

All cited references should be listed in a bibliography at the end of the manuscript. Please, include only references that have been cited in the text. References should be arranged in alphabetical order (surname of first author) and date of publication (in descending order). In the case of more than three authors or editors, all names should be cited. Abbreviations for journal titles of reference works are not used and full titles should be given.

An abstract of 200 words, in English (and in French if possible) is required. It should summarise the main findings of the paper.

Include a separate file mentioning institute, full postal address and e-mail address.

Tables and charts should be sent as separate files and not be embedded directly in the text.

Contributors are asked to include original pictures or very good quality photocopies. Illustrations should be prints or artwork of under A4 size that can be reduced without loss of quality. **Numerical documents should be recorded separately**, only with *Photoshop* or *Illustrator* software, in the following formats: .tiff, .gif, .jpg, .eps and/or .ai. Captions should not be given on the drawings.

Figures, in black and white only, must systematically include a graphic scale and if possible, an orientation. It is recommended to provide figures to comparable scales for archaeological documents of same nature.

Captions must be typed on a separate sheet. Figures and photographs are numbered consecutively using Arabic numerals (e.g. Fig. 1). Tables are numbered consecutively using

Arabic numerals (e.g. Tabl. 1). They should not be introduced into the text but on a separated computer file (preferably in the *Excel* format).

N.B.: Proof read copies of articles will be returned to the authors prior to publication for approval. However during the correction of proofs, limited additions or modifications will be allowed. But the addition or deletion of a note or paragraph is not permitted for layout purposes.

• Conventions to be respected

References in footnotes (not within the text) should mention surname(s) of the author(s) referred, year of publication and page number within parentheses, e.g. (Petrie 1910: 11). All references should appear in a reference list at the end of the manuscript and classified alphabetically and for the same author, by date of publication. The bibliography should include only references that have been referred in the text. Please use the following format for references:

- for an article in a journal:

HENDRICKX, S., 2008. Les grands mastabas de la I^{re} dynastie à Saqqara. *Archéo-Nil* 18: 60-88.

- for a book:

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- for an article published in a book:

HENDRICKX, S., 2006. The dog, the *Lycaon pictus* and order over chaos in Predynastic Egypt [in:] KROEPER, K.; CHŁODNICKI, M. & KOBUSIEWICZ, M. (eds.), *Archaeology of Early Northeastern Africa. In Memory of Lech Krzyżaniak*. Studies in African Archaeology 9. Poznań: 723-749.

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