

GUIDELINES FOR AUTHORS

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CATEGORIES OF SUBMISSIONS AND LANGUAGES

Anthropologie publishes submissions in four categories: Original papers, Research reports, Book reviews and News. Original papers should be fully documented reports of original research. Research reports may be single case reports, details of work in progress or the results of studies which do not warrant a full paper. The categorisation of a manuscript as an Original paper or a Research report is left to the editors' discretion. Submissions are preferably accepted in English (both British and American), French or German.

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Authors are required to submit their manuscripts by e-mail to the Editor-in-Chief (anthropologie@mzm.cz).

Authors are expected to comply with best practices in publication ethics, specifically regarding authorship, dual publication, plagiarism, figure manipulation and competing interests. For more details about Anthropologie's expectations for publication ethics, see Publication ethics and malpractice statement on the journal website.

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The manuscript should have a uniform style and be submitted exactly as it is to appear in print. Manuscript should consist of the following subdivisions: Title page, Abstract, Key words, Text, Acknowledgments, References, Table titles, Tables, Figure legends, Figures.

The length of the manuscript is limited to about 8000 words, excluding References, Tables and Figures. The manuscript should be double-spaced using a 2.5 cm margin on all sides. Number the manuscript pages consecutively, beginning with the title page.

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The manuscript should be submitted as a single file (.doc, .docx or .rtf) that includes all text, tables and figures in low resolution (ca. 150 ppi). In addition to the main manuscript file, authors should submit figures (graphs and images) also as separate files and they must be in .tif, .jpg or .eps format with high resolution (300–600 ppi). It is possible to combine files into an archive (.zip or .rar) and send only a single file when submitting the manuscript. If you are submitting a revised manuscript, please include your responses to the reviewers' comments as a separate file.

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The title page must contain the full title, the author's (or authors') full name or names, address(es) for correspondence including e-mails of all authors.

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Manuscripts submitted as Original papers and Research reports must be accompanied by an abstract and keywords. The abstract should be formatted as one paragraph not longer than 300 words. The abstract should be written in complete sentences and should succinctly state the objectives, the design of the paper, materials and methods, and the principal observations and conclusions. The abstract should not be an introduction to the paper. The abstract should be intelligible without reference to the rest of the paper. Keywords describe your paper for indexing purposes (a minimum of three). Both abstract and keywords should be in the language of the text, and also in English when the text is in French or in German.

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In the text, references to the literature should be cited by author's surname followed by year of publication. Multiple citations should be listed first alphabetically, then chronologically. Where reference is made to more than one work by the same author published in the same year, they should be designated in the text as (Shea 2004a, b). Where three or more authors are listed in the reference list, please cite in the text as (Shea *et al.* 2005). Use a colon to separate date of publication from additional information. There should be a space between the colon and additional information. Page numbers must always be given when direct quotations are used in the text, when other authors' ideas are directly paraphrased or when specific ideas or data are referenced from a long text. Always use full page numbers in a citation. If citing a figure, table, etc. from another work, use abbreviations Fig., Tab., etc but do not italicise it. Examples: ...population of Europe (Currat, Excoffier 2009, Ray *et al.* 2005)... ...are considered equally likely (Martin *et al.* 1994: 129)... ...development (Martin *et al.* 1994: Fig. 2, Willner, Martin 1985)... ...as suggested by Ammerman and Cavalli-Sforza (1984)... ...as noted by Shea *et al.* (2005)... ...Shea (2003, 2004a, b) argued...

REFERENCES CITED

References should be listed at the end of the paper and arranged first alphabetically and then further sorted chronologically if necessary. All references must be complete and accurate. In the References the names of all authors (editors) must be listed, do not use *et al.* here. Do not capitalise principal words of the title. Journal titles should be given in full and capitalised. Use appropriate

format for foreign-language titles with respect to capitalisation, accents, etc. Online citations should include date of access.

Journal article

COHEN M. N., 2009: Introduction: rethinking the origins of agriculture. *Current Anthropology* 50, 5: 591–595.

RICHARDS M. P., PRICE T. D., KOCH E., 2003: Mesolithic and Neolithic subsistence in Denmark: new stable isotope data. *Current Anthropology* 44: 288–295.

Book

ZAR J. H., 1999: *Biostatistical analysis*. Prentice Hall, Upper Saddle River.

HOPKINSON T., 2007: *The Middle Palaeolithic leaf points of Europe: ecology, knowledge and scale*. BAR International Series 1663. John and Erica Hedges Publishing, Oxford.

Book chapter

BENTLEY A., 2007: Mobility, specialisation and community diversity in the Linearbandkeramik: isotopic evidence from the skeletons. In: A. W. R. Whittle, V. Cummings (Eds.): *Going over: the Mesolithic-Neolithic transition in North-West Europe*. Pp. 117–140. Oxford University Press, Oxford.

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All variable names, group names and value names have the first letter capitalised and all the other letters are lower case (e.g. Social status, Females, Yes). Tables should be simple and uncomplicated, with as few vertical and horizontal rules as possible. Please do not use colour, shading or graphics in tables. Table titles should be complete but brief. Information other than that defining the data should be presented in footnotes, not in the table heading. For general information on preparing tables see journal web pages.

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Example:

Philip R. Nigst: *The Early Upper Palaeolithic of the Middle Danube region. Studies in human evolution*. Leiden University Press, Leiden. 2012. 379 pp. ISBN 978-90-8728-159-5.

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