ANCIENT WEST AND EAST

INSTRUCTION TO AUTHORS AND EDITORS
ANCIENT WEST & EAST
Monograph Supplement: COLLOQUIA ANTIQUA

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Ancient West & East is a refereed journal
Ancient West & East is an academic journal devoted to the study of the periphery of the ancient world, its so-called barbarian milieu, the activities thereabouts of Greeks and Romans, and the relations between them and local peoples. Much attention is paid to local societies and cultures and their links with the early Byzantine and Near Eastern civilisations as well as the Graeco-Roman. We aim to include healthy discussion and have as many contributions as possible on methodology. We do not have dogmas. We intend the journal to reflect developments in scholarship as they occur. Our goal is high academic standards.

We are seeking studies which are thematic and general articles synthesising the current state of research, knowledge, etc. and placing this within the overall picture of links between the ancient West and East, or the publication of objects or excavation results placed within the overall context of ancient West and East.

**Geographical Coverage of the Journal**
The Iberian Peninsula, southern France, Italy, Sicily, North Africa, the Levant, the Black Sea, ancient Central and Eastern Europe, the Caucasus, Anatolia and Central Asia.

**Chronological Coverage**
Beginning of the 2nd millennium BC to Late Antiquity.

Please contact the Editor-in-Chief before submitting a paper, just to let him know that you are intending to submit a paper, on what subject, and approximate length and number of illustrations.

1. Articles/notes/reviews must be submitted in English (main language), French or German. Material must be original and should not have been previously published. Articles received will be reviewed by anonymous referees. The decision to accept or reject material submitted will be made by the Editor-in-Chief in consultation with the Editors and the Advisory Board. ‘Instructions to Contributors’ must be followed strictly, otherwise the paper will be returned to the author for correction.
Authors planning to submit material in French or German should adapt these rules to fit the practices of those languages. However, notes, bibliography and style of presentation should be as specified here.

2. Each article must not be more than 25 pages double spaced (about 9000 words, including notes and bibliography); up to 8 illustrations (maps, plans, line drawings, black and white photographs). Notes: 12 pages (about 4000 words, including notes and bibliography). Book reviews: no more than 3 pages double spaced (1000–1100 words). If several books are reviewed in one article – not more than 5–6 pages double spaced (2000 words). From time to time, we can extend the limits for particularly important contributions. But please consult the Editor-in-Chief first.

For each article and note an Abstract of not more than 100 words should be provided. It must be placed after the title and the name of the author and before the main text. No papers can be accepted without an abstract.

The first page should start with the title of the article, followed, on a new line, by the author’s name followed by the abstract. At the end of the text should be the author’s full postal address and e-mail (where possible), and on a line below that, the total number of words of the text, notes and bibliography.

3. Bibliography should begin on a new page. So should the list of illustrations.

4. The submission process has several stages.
   1. Authors should send their paper to the Editor-in-Chief as a PDF. Illustrations, in low resolution, should be placed after the text and bibliography. This will speed up the refereeing process.
   2. When the referees’ reports are received, the Editor-in-Chief will collate them (anonymised) and send them to the author. He will also indicate whether the paper is accepted, rejected, accepted subject to minor or significant changes, etc.
   3. The final version of the paper for submission should follow all of these instructions strictly and should be sent to the Editor-in-Chief in Word.doc(x) and PDF. Illustrations must be sent as individual documents of 1 Mb or more in JPG or TIFF, clearly labelled as Fig. 1, Fig. 2, etc.
5. **Style.** Please, follow these notes:
   (i) Use British-English spelling. For the spelling of ancient places, ancient authors, gods, heroes, etc., follow *The Oxford Classical Dictionary* (2nd or 3rd edition). Spelling and capitalisation should be uniform, e.g. artefact, colonisation throughout.
   (ii) Numbers: adopt a rule that all numbers under ten should be given in words except where attached to a unit of quantity or measurement (e.g. 3 kg). Numbers above 10 should be numerals except where the context makes this awkward (e.g. use a word not a numeral at the beginning of a sentence). Write 0.67 not .67, etc. Decimals should be indicated by a point (.) not a comma (,). Squares and cubes should be given as $27 \text{ m}^3$ and not 27 sq. m.
   (iii) Chronology: give centuries and millennia as, e.g. 3rd century AD, 1st century BC, 3rd millennium BC. For radiocarbon dates, cite its laboratory code number, e.g. ZK-868 3550+90 BP. Use ‘cal BC’ for calibrated dates, and state which calibration curve etc. is being used.
   (iv) Citation of ancient authors: use Arabic not Roman figures, separated by a point, e.g. Strabo (2. 3. 6). Titles must be underlined, e.g. Pliny *Natural History* (1. 2) or Pliny (NH 1. 2).
   (v) Use SI (metric) units rather than Imperial/US.
   (vi) Italicisation: words which need to appear in italics must be underlined. Greek and Latin words and other foreign words should be underlined, e.g. chora, kome, emporion, phalerae, en face.
   (vii) Abbreviations: initial-letter abbreviations should be typed with no full points (e.g. UK, BBC). Abbreviations in which the last letter of the abbreviation is the same as the last letter of the word should also have no full point (e.g. Mr, Dr, St but frag., str., etc.).
   (viii) Transliterate and underline Greek where possible, especially in book titles. Avoid long citations in ancient Greek – use transliteration. Use British Library conventions when transliterating ancient Greek – *see below, No. 15*.

6. (i) Maps, diagrams and figures should be provided on separate sheets and duly numbered Fig. 1, Fig. 2, etc. in one sequence.
Illustrations of professional quality may be submitted as digital files, these must be formatted according to the following guidelines:
   – **Resolution:**
Before scanning an image, the following factors must be considered: output line screen ruling, the original size of the artwork, and the finished size of the artwork. Peeters Publishers uses an output
screen ruling of 175 lpi (175 halftone dots per inch), thus files should contain 350 dpi (350 samples of data per inch). The scaling of artwork must also be considered. Divide the finished size of the image by its original size to arrive at the scaling factor. In order to capture the right amount of data, the following formula should be used:

\[
\text{Scan resolution} = (\text{dpi} \times 2) \times \text{scaling factor}
\]

– Reference chart:

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</table>

– File format:

Where possible, vector image files should be saved in EPS (Encapsulated PostScript) format, openable in Adobe Illustrator. Fonts used in EPS files should be converted to outlines or paths, eliminating the need to download font information to PostScript output devices.

Raster or bitmap images should be saved in *TIFF* (Tagged Information File Format) format, openable in Adobe Photoshop. Images should be rotated, cropped, and sized appropriately (see above).

Black and white illustrations should be saved in *GRAY*
Colour illustrations should be saved in *CMYK*

(ii) Captions of figures and photographs should be typed in full on a separate list headed ‘Illustration Captions’. For drawings, the name of the draughtsman should be given in the captions or in a general acknowledgment in the text or footnotes. For photographs, the photographer’s name should be given or some other suitable acknowledgment of sources, e.g. ‘British Museum photograph’.

(iii) Authors should mark in the margin of their printout where illustrations are to be inserted.

7. **Tables** should be typed on separate sheets and numbered consecutively. Captions should be typed above the tables.

8. **Footnotes** will appear at the foot of the page in the published journal, but can be submitted as footnotes or endnotes in your manuscript/typescript. They should be numbered consecutively.
9. **References.**
In the text a footnote number should appear, and the note itself contain
the short, Harvard-style reference – author’s surname and year of publi-
cation (with page and illustration/table/figure references).

For example:

**Text**

... presumably pre-adult males, with wolves.\(^{79}\) The rumour ... other-
wise used masks in their rites.\(^{80}\)

**Notes**

79. Buxton 1990, 68.
80. For non-Indo-European parallels, see Kretschmar 1938, 251–54, fig. 12; Eisler 1951, 150–55; Ullmann 1976.

**Please note.** The footnote number must be after the punctuation (as in
the above examples).

The references should be given in a single list in *alphabetical order* in
full at the end of the paper on a new page headed ‘Bibliography.’ The
following forms should be used for the types of work described. *These
are examples.* This does *not* mean that the bibliography should be
sub-divided into these categories.

(a) **Journal Articles**

Please indicate the first and last page numbers of the article.

(b) **Books**


(c) **Articles/chapters in books.** Always give the name of the editor(s).
Please indicate the first and last page numbers of the article/chapter.
Wormald, F. 1978: ‘Bede, Beowulf and the Conversion of the Anglo-
Saxon Aristocracy’. In Farrell, R.T. (ed.), *Bede and Anglo-Saxon England*
(Oxford), 96–117.

(d) **EASTERN European Literature.** Must be given in *transliteration
(see below, Nos. 13 and 14).*


Please Note

(i) If several papers by the same author and from the same year are cited, a, b, c, etc. should be added to the year of publication (Millar 1972a, 1–9; 1972b; 1972c; etc.).

(ii) The use of the phrase et al. to indicate multiple authorship is permissible in the text, but not in the bibliography, where all names should be given.

(iii) For Eastern European geographical and personal names, as well as site names, please do not use an apostrophe (’) in transliteration. For example:

Tokhtasev NOT Tokhtas’ev
Simferopol NOT Simferopol’
Bolshaya Bliznitsa NOT Bol’shaya Bliznitsa

(iv) Volume and plate numbers should be given in Arabic, and use lower case for fig., pl., tabl., and so forth. Refer to your own figures in the text of your paper using upper case for Fig., Pl. and Tabl.

10. Abbreviations. The journal has a list of accepted abbreviations (see below, No. 15). Any other abbreviations should be supplied, organised in alphabetical order of abbreviation, and placed at the head of the Bibliography under a separate sub-heading ‘Abbreviations’. The abbreviations should be underlined. Any additional abbreviations from Eastern European publications should be transliterated (see below, Nos. 12 and 13).

11. Proofs will usually be supplied only once, as a PDF in the form of page proofs, and therefore it is of the utmost importance that the typescript is in perfect order before submission. Only literal corrections in proof can be allowed, and corrections exceeding 10% of the setting may be charged to the author. We expect proofs to be returned within two weeks of receipt. If they are not, then it may be necessary to return them to the publisher without correction in order to meet the printer’s timetable. If you plan to be away during the months following the submission of the typescript, please let me know.

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- c. any photograph, especially a museum object, one from an unpublished excavation, etc.

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13. For the transliteration of Russian and other Cyrillic languages please use the following:

\[ a = a, \ b = b, \ v = v, \ g = g, \ d = d, \ e = e, \ e = e, \ zh = zh, \ z = z, \ h = i, \]
\[ y = u, \ f = f, \ x = kh (h – for Bulgarian), \ u = ts, \ c = ch, \ sh = sh, \]
\[ s = shch (sht – for Bulgarian), \ u = y, \]
\[ v = y, \ y = y. \]

14. For the transliteration of Georgian please use the following:

\[ s = s, \ t = t, \ t = t, \ n = n, \ o = o, \ p = p, \ r = r, \ t = t, \ u = u, \]
\[ g = g, \ q = q, \ sh = sh, \ ch = ch, \ ts = ts, \ dz = dz, \]
\[ ch = ch, \ kh = kh, \ dy = dy, \ h = h. \]

15. For the transliteration of Greek please use the following:

\[ a = a, \ b = b, \ g = g (\gamma \gamma = ng, \gamma k = nk, \gamma \xi = nx, \gamma \chi = nch), \]
\[ d = d, \ e = e, \ z = z, \ e = e, \ i = i, \ k = k, \ l = l, \ m = m, \ mu = mu (\mu \mu = b, \mu \pi = b), \]
\[ n = n, \ xi = x, \ o = o, \ p = p, \ r = r, \ s = s, \ t = t, \ u = u or y, \ phi = phi, \]
\[ chi = ch, \ psi = psi, \ omicron = o. \]
16. **Abbreviations** to be used in *Ancient West & East*. Given the wide geographical range of papers in *AWE* it has seemed best to prefer abbreviations which in part reveal their meaning without further reference. Short and one-word titles should be written out (for example *East and West, Hesperia, Levant, Iran*, etc.). Additional abbreviations for any article should appear at the start of its Bibliography under a sub-heading ‘Abbreviations’.

- **AA** Archäologischer Anzeiger
- **AASOR** Annual of the American Schools of Oriental Research
- **Abh** Abhandlungen . . .
- **ACSS** Ancient Civilizations from Scythia to Siberia
- **ActaArchHung** Acta Archaeologica Academiae Hungaricae
- **ActaIran** Acta Iranica
- **AjO** Archiv für Orientforschung
- **AION** Annali dell’Istituto universitario orientale di Napoli
- **AJA** American Journal of Archaeology
- **AJN** American Journal of Numismatics
- **AJP** American Journal of Philology
- **AMIran** Archäologische Mitteilungen aus Iran
- **AnalOr** Analecta Orientalia
- **AntCl** L’Antiquité Classique
- **AntDenk** Antike Denkmäler
- **AntJ** The Antiquaries Journal
- **AntKunst** Antike Kunst
- **AntWelt** Antike Welt
- **AR** Archaeological Reports (suppl. to JHS)
- **ArchCl** Archeologia Classica
- **ArchDelt** Archaiologikon Deltion
- **ArchEspArq** Archivo Español de arqueología
- **ArchForsch** Archäologische Forschungen
- **ArchOr** Archiv Orientalni
- **ArsOr** Ars Orientalis
- **ArtAs** Artibus Asiae
- **ArtBull** The Art Bulletin
- **AS** Anatolian Studies
- **ASAtene** Annuario della Scuola archeologica di Atene
- **ASGE** Arkheologicheskii Sbornik Gosudarstvennogo Ermitazha
- **AthAA** Athens Annals of Archaeology
- **AthMitt** Athenische Mitteilungen
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tr>
<td>AttiMGrecia</td>
<td>Atti e memorie della Società Magna Grecia</td>
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<td>AuA</td>
<td>Antike und Abendland</td>
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<td>AWE</td>
<td>Ancient West &amp; East</td>
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<tr>
<td>AZ</td>
<td>Archäologische Zeitung</td>
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<td>BABesch</td>
<td>Bulletin van de Vereeniging . . . de Antieke Beschaving</td>
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<td>BaghdMitt</td>
<td>Baghdader Mitteilungen</td>
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<td>BAAScial</td>
<td>Bulletin of the Asia Institute</td>
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<td>BAR</td>
<td>British Archaeological Reports</td>
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<td>BdA</td>
<td>Bollettino d’Arte</td>
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<td>BerlJv</td>
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<td>Bh</td>
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<td>BIA Bulg</td>
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<td>BiblOr</td>
<td>Bibliotheca Orientalis</td>
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<td>BlsrES</td>
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<td>BMCR</td>
<td>Bryn Mawr Classical Review</td>
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<td>BMFABoston</td>
<td>Bulletin of the Museum of Fine Arts, Boston</td>
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<td>BMQ</td>
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<td>BonnJb</td>
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<tr>
<td>CAH</td>
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<td>CAJ</td>
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CMS  Corpus der minoischen und mykenischen Siegel
ColAnt  Colloquia Antiqua
CollLat  Collection Latomus
CP  Colloquia Pontica
CRAI  Comptes rendus de l'Académie des inscriptions et belles-lettres
CRPetersb  Compte-rendu de la Commission archéologique de St Pétersbourg
CSIR  Corpus Signorum Imperii Romani
CVA  Corpus Vasorum Antiquorum

DarSag  C. Daremberg and E. Saglio, Dictionnaire des antiquités grecques et romaines
DHA  Dialogues d’histoire ancienne
DialArch  Dialoghi di archeologia

EAA  Enciclopedia dell’arte antica
EncIran  Encyclopaedia Iranica
EpetByz  Epeteris Etaireias Byzantinon Spoudon
EphArch  Ephemeris Archaiologike
Ergon  To ergon tes Archaiologikes Etaireias
ESA  Eurasia septentrionalis antiqua
EtCl  Études classiques
EtCelt  Études celtiques
EtCrét  Études crétoises
EurJA  European Journal of Archaeology

Fasti  Fasti archeologici
FGH  F. Jacoby, Die Fragmente der griechischen Historiker
FHG  K. Mueller, Fragmenta Historicorum Graecorum
FuBBerlin  Forschungen und Berichte, Berlin Museums
FuF  Forschungen und Fortschritte

GazArch  Gazette archéologique
GettyMusJ  The J. Paul Getty Museum Journal
GRBS  Greek, Roman and Byzantine Studies
GrRom  Greece and Rome

HambBA  Hamburger Beiträge zur Archäologie
<table>
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<tr>
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<tr>
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<td>Israel Exploration Journal</td>
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<td>LivAAA</td>
<td>Annals of Archaeology and Anthropology, Liverpool</td>
</tr>
<tr>
<td>MAAR</td>
<td>Memoirs of the American Academy in Rome</td>
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INSTRUCTIONS TO CONTRIBUTORS

MadrF  Madrider Forschungen
MadrMitt  Madrider Mitteilungen
MAOG  Mitteilungen der Altorientalischen Gesellschaft
MarbWPr  Marburger Winckelmanns-Programm
MDAFA  Memoires de la Délégation Archéologique en Afghanistan
MDelIran  Memoires de la Délégation Archéologique en Iran
MDOG  Mitteilungen der Deutschen Orientgesellschaft
MedArch  Mediterranean Archaeology
Meded  Mededeelingen van het Nederlands Historisch Instituut te Rome
MEFRA  Mélanges de l’École française de Rome. Antiquité
MelBeyrouth  Métélanges de l’Université Saint Joseph, Beirut
MemDelPerse  Mémoires de la Mission Archéologique en Perse
MemLinc  Memorie. Atti della Academia nazionale dei Lincei
MemPontAcc  Memorie. Atti della Pontificia Accademia romana
MetMusB  Bulletin of the Metropolitan Museum of Art
MetMusJ  Metropolitan Museum Journal
MetMusS  Metropolitan Museum Studies
MIA  Materialy i Issledovaniya po Arkheologii SSSR
MonAnt  Monumenti antichi
MonPiot  Monuments et mémoires. Fondation E. Piot
MuJb  Münchener Jahrbuch der bildenden Kunst
MusHelv  Museum Helveticum
MusJPhil  Museum Journal, Philadelphia
MZ  Mainzer Zeitschrift
NC  Numismatic Chronicle
NNM  Numismatic Notes and Monographs, American Numismatic Society
NSc  Notizie degli Scavi di antichità
NumJ  Numismatic Journal
NumZ  Numismatische Zeitschrift
OIP  Oriental Institute, Chicago, Publications
OJA  Oxford Journal of Archaeology
ÖJh  Jahreshefte des Österreichischen archäologischen Instituts in Wien
OlBer  Bericht über die Ausgrabungen in Olympia
OLForsch  Olympische Forschungen
INSTRUCTIONS TO CONTRIBUTORS

OpArch  Opuscula archaeologica
OrAnt  Oriens antiquus
PEQ  Palestine Exploration Quarterly
PP  Parola del Passato
PPS  Proceedings of the Prehistoric Society
Prakt  Praktika tes en Athenais Archaiologikes Etaireias
ProcBrAc  Proceedings of the British Academy
PZ  Praehistorische Zeitschrift
QDAP  Quarterly of the Department of Antiquities in Palestine
RA  Revue Archéologique
RAAs  Revue des arts asiatiques
RARq  Revista di arqueologia
RAss  Revue d’assyriologie et d’archéologie orientale
RdA  Rivista di Archeologia
RDAC  Report of the Department of Antiquities, Cyprus
RE  A. Pauly and G. Wissowa, Real-Encyclopädie der klassischen Altertumswissenschaft
REA  Revue des études anciennes
REG  Revue d’égyptologie
REG  Revue des études grecques
RendAccIt  Atti della R. Accademia d’Italia. Rendiconti
RendLinc  Atti dell’Accademia nazionale dei Lincei. Rendiconti
RendPontAcc  Atti della Pontificia Accademia Romana. Rendiconti
REpigr  Revue épigraphique
RevAss  Revue d’Assyriologie
RevNum  Revue numismatique
RHRel  Revue de l’histoire des religions
RLAss  Reallexikon der Assyriologie und vorderasiatischen Archäologie
RLV  Reallexikon der Vorgeschichte
RomMitt  Römische Mitteilungen
RosA  Rossiiskaya Arkheologiya
Roscher  W.H. Roscher, Griechischen und römischen Mythologie
RSStFen  Rivista di studi fenici
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