

Instructions for Authors

AmS-Skrifter

The Museum of Archaeology, University of Stavanger publishes manuscripts in the world languages, mainly English and German. The museum's primary objective is the study of human beings and society in their environmental context and the interaction between the two up until historic times. Interdisciplinary papers and/or theoretical approaches, including methodology and experiments of general interest, are welcome. Similar approaches in the fields of museology and heritage management, incorporating new methodology in conservation studies and field work, are also of interest. Geographically, the focus of the museum is on Europe and Scandinavia, but we are open for all papers that explore themes relevant to Norwegian research in general at a high international scientific level. Long and short scientific papers, articles and collections, including conference proceedings, are published in AmS-Skrifter in a world language, with an English abstract. Figures, captions and tables are published in two world languages. Manuscripts should maintain a high scientific standard. The editors and the editorial board will submit papers for peer review. Foreign language papers should contain as few errors as possible, as only a limited correction service is available. The AmS-Skrifter series is registered at Level 1 in Cristin, the Norwegian research documentation system.

Manuscripts

All manuscripts must include an English abstract (c. 200 words) and a minimum of three keywords. The abstract should cover the main points of the manuscript. If the manuscript is a monograph, there is no limit on the volume of the text. For collections of articles, manuscripts should not exceed 10,000 words, including references.

The title should be short and descriptive, without abbreviations or parentheses. The main text must not use more than three levels of headings. Indicate in the manuscript where any illustrations/figures should be placed. Submit your manuscript in font size 12. Indicate paragraphs with a blank line. Do not use indentation. The manuscript should be justified left. The manuscript must be reviewed by an English expert before it is sent to the editorial board.

Submitted manuscripts must include the author's full name, title (if any), office address, e-mail address and telephone number. Send the manuscript, illustrations, tables and photographs to the archaeological Museum by e-mail, or submit a CD along with an identical hardcopy. Mark the CD with the author's name.

Document requirements

The manuscript must be submitted as a MS Word document, free of errors.

The format of the text must be 210 x 291 mm (outer margins), 173 x 245 (inner margins) and 83 x 245 (columns), width and height respectively.

Illustrations/photographs should be submitted in the following widths:

Half column: 41 mm

One column: 83 mm

1.5 columns: 117 mm

Two columns: 173 mm

Submit table and figure texts as a separate file/on a separate sheet of paper.

Be aware of text size when shrinking illustrations. The text must not be less than font size 8 at the desired size.

Digital files may be submitted in the following formats and resolutions:

Photographs as JPEG, TIFF or ai files, with a minimum resolution of 300 dpi at the desired size.

Illustrations as JPEG, TIFF or ai files, with a minimum resolution of 600 dpi at the desired size, as PDF files exported from Photoshop, with a minimum resolution of 600 dpi at the desired size, or PDF files exported from Illustrator, with the “press quality” alternative selected at the desired size.

Tables must be submitted as MS Excel documents.

If you are submitting a paper copy, it must be sharp, with good contrast. Illustrations must have clean lines, clear text and sharp colours.

Source/literature references

AmS-Skrifter use the reference-style APA 6th. Further information: <http://www.kildekompasset.no/references/apa-6th.aspx>

Write direct quotations as follows: “Children are participants of liminal processes or experience transition...” (Lillehammer 2010:17)

Figures and Tables

References to figures and tables in the text:

Refer to figures in the text as follows: (Fig. 1)

Several figures in the text: (Fig. 1 and 2) or (Fig. 4–6) or (Fig. 2a–d)

Refer to tables in the text as follows: (Table 1)

Several tables in the text: (Table 1 and 2) or (Table 4–6) or (Table 2a–d)

Figure and table texts:

Fig. 1. Numbered consecutively, ascending from 1.

Table 1. Numbered consecutively, ascending from 1.

Figure and table texts may contain additional information, for example:

- If the figures/tables are taken from another author: From Østerdal (1995:205, Fig. 8.3, Fig. 8.5) or From Gamsun *et al.* (1997:20).
- Photographs/graphics, drawings: name, institution
- Copyright: © name and/or institution

Submit figure and table texts as separate files.

Be aware that it is the author's responsibility to obtain permission to use copyrighted materials.

References (bibliography)

Books

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