

GUIDELINES FOR MANUSCRIPTS

- **Text files** must be submitted as digital documents (ideally as “word.doc/docx”) and labelled <MYKSTUD_ author_Text>.

Please submit an ordinary ‘word.doc/docx’ file (Times New Roman or Arial 12pt) and apply as little formatting as possible. Do not CAPITALISE and do not underline words (for highlighting words use ‘inverted commas’), no indentations, and no word-divisions.

- **Tables** should be submitted as separate word files labelled: <MYKSTUD_ author_Table_01>, <MYKSTUD_ author_Table_02>, etc.

- **Figures and plates** have to be submitted as separated files: preferably as TIF or in similar format (PSD, EPS, AI) for PC.

They should be labelled: <MYKSTUD_ author_Figure_01>, <MYKSTUD_ author_Figure_02>, etc.; <MYKSTUD_ author_Plate_01>, <MYKSTUD_ author_Plate_02>, etc.

Save black and white images in greyscale mode and colour images in CMYK (not RGB).

Resolution: Line drawings: between 800dpi and 1200dpi.

Photographs: between 300dpi and 450dpi.

Set the precise measurements at which you wish the figures and plates to be printed:

Width: preferably 75mm, 110mm or 150mm. Height: up to 235mm.

Maximum figure and plate size: 150mm × 235mm.

In the case of multi-line legends (one line covers approx. 110 characters), the height needs to be shortened by 4mm per line; e.g. legend with three lines, max. image height 227mm).

- Indicate the most appropriate place where the figures shall be inserted into the text, e.g. by writing <INSERT FIG. 1 HERE> at the end of a paragraph.
- Authors are themselves responsible for obtaining the permission for publication and reproduction from copyright holders for all illustrations.
- The text file (with pages numbered at the bottom and centred) should contain the following information (in the following order):
 - Title of contribution (no footnotes in title)
 - Author(s) full name(s) with footnote(s) providing affiliation(s) and email address(es)
 - Abstract (min. 140 to max. 350 words) and five to eight keywords
 - Main text (including headings, subheadings and footnotes)
 - If applicable: Acknowledgments (following the main text)
 - References
 - If applicable: List of table captions
 - If applicable: List of figure captions (including figure credits)
 - If applicable: List of plate captions (including plate credits)
- **ATTENTION:** please notify us if you are using SPECIAL CHARACTERS, as there might be serious correction problems otherwise!

Style

Headings:

Use title case; nouns and adjectives capitalised (e.g. Times of Change: Greece and Anatolia during the 4th Millennium BC)

UK Spelling:

advertise, analyse, comprise, supervise, civilisation, labour, modelling, etc.

Italics:

Genus and species names have to be italicised: *Spondylus* sp., *Spondylus gaederopus*.

Italicise words such as: *Rundbau*, *megaron*, *koiné*, *impresso* motif,

but: vice versa, in situ, etc.

Use italics to emphasise special words: “Accordingly the *early* classical Baden begins around 3200 calBC and ends around 2900 calBC, roughly corresponding to the range proposed by Stadler et al. of 3360–2930 calBC for the *entire* classical Baden”.

Use italics for Linear B words such as: *wa-na-ka*

Do not use italics for building names or other terms written with capital letters such as: South House, Epichosis, Corridor of the Demon Seals

Hyphenation:

mid-5th millennium, obsidian-hydration dating, heat-treated silicates, so-called cheese pots, long-term development, long-spouted jug, well-known, well-researched region, tell-site, tell-settlement

but: the longhouse, the longboat

Quotation marks:

a Neolithic ‘super-site’, ‘Priam’s Treasure’

... symbolised by a ‘radiocarbon “gap” in the 4th millennium BC’ ...

Dashes:

520–480 BC; 1987–1988 (dates: without spaces)

last quarter of the 1st century BC – 1st half of the 1st century AD (time periods: with spaces)

... food production – as already stated – did ...

Naumann – Huff (two authors, reference in footnote and in bibliography)

Dates

New radiocarbon dates may be expressed as uncalibrated (raw) years ‘Before Present’. Calibrated ¹⁴C dates should be expressed as a date range always using calBC (without stops), and calendar dates should be expressed as BC or AD (without stops)

7490 ± 60 BP; c. 5480–5600 calBC; 480/470 BC; AD 167–168

c. 2300–2000 BC; 2800–2400 calBC; 2nd–1st century BC

3rd–2nd millennium BC; during the 3rd and 2nd millennia BC

4th or early 3rd century BC, from the 3rd to 4th centuries AD

from the last quarter of the 6th to the first half of the 5th millennium BC

mid-4th millennium BC

In Tables: 2nd cent. AD; 1st mill. BC

Names

The first mentioning of a personal name must be made with the first name written out in full.

Measurements, Numbers

3mm, 0.318cm, 215m, 15m², 21km

5m high; a 5m-high wall; 2 × 2mm

20Kv; 5g, 10kg, 100ha

but: 10.5 litres

100μA

20%; 43.7%

0.70743 ± 0.000055

8000 people; 150,000 people

one to ten; 11; 12; ... 100; 101; ... 1000, etc.

but: hundreds of people, c. thousand coins

spell out at beginning of sentence, e.g.: Eighteen jars ...

but: 1; 2; 3; ... when comparing data, e.g. 9 out of 72 ...

Periods, Cultures

Capitalise proper names, including Lower, Middle, Early, and Late when they are part of the name, of chronological, cultural, and geological divisions, but give taxonomic division names and restrictive modifiers in lower case.

Urnfield Culture (UK), Bell Beaker Culture

Neolithic period; Hallstatt period; early La Tène period, Mycenaean Palatial period;

Early Palatial period, Early Helladic period of the Corridor Houses

Late Neolithic, Final Neolithic, early Middle Bronze Age, Late Iron Age

but: Bronze recente, ύστερη εποχή του χαλκού

Middle Ages, mediaeval Europe

EB I or EB 1, Ha B1, LH IIB–IIIA1, LH IIIA2–B, LH IIIB2

Places

Names of mountains, rivers, oceans, etc. are capitalised, along with the generic terms (e.g. lake, mountain, river, valley) when used as part of a name. When a generic term is used descriptively rather than as part of the name, when used alone, or when plural, it is lowercased.

the Danube River, the river Danube; the Rhine and Danube rivers

the Danube Valley, the valley of the Danube, the Danube Basin

the Danube River valley, Lake Hallstatt, Franchthi Cave

but: central Anatolia, western Europe, in the southeast, in the central Aegean

Plants and Animals

Capitalise taxonomic names of generic and higher rank.

order: Carnivora

family: Felidae

genus: *Felis*

species: *Felis silvestris*

Pottery

pattern-burnished jar, rolled-rim bowl

but: Corded Ware, Heavy Burnished Ware

Types

Capitalise the names of archaeological classes, but place generic terms in lowercase.

the Velim type, the Velim fibula type, fibulae of the Velim type
not: the ‘type Velim’

Abbreviations

V. G. Childe; full stops (periods) are not to be used for acronyms and abbreviations in capitals (e.g. USA, UK, EU, MA, NASA, OREA).

General

approx.	approximately	min.	minimum
asl	above sea level	Mus.	museum
c.	circa	n.	note(s)
cat. no.	catalogue number	neg.	negative
cf.	confer (consult, compare)	no./nos.	number/numbers
coll.	collection	p./pp.	page/pages
Diss.	dissertation	pl./pls.	plate/plates
ed./eds.	editor/editors	rev.	review
e.g.	for example	repr.	reprint
esp.	especially	Suppl.	Supplement, supplemento etc.
etc.	et cetera	tab./tabs.	table(s)
fig./figs.	figure/figures	yr/yrs	year/years (in specific contexts, e.g. discussion of dating methods)
i.e.	id est		
inv.	inventory		
l.	length		
max.	maximum		

Ancient authors

Abbreviations as listed in Der Neue Pauly. Enzyklopädie der Antike III (1997) pp. XXXVI–XLIV and H. G. Liddell – R. Scott. – H. S. Jones, A Greek-English Lexikon, 9th edition (1996) XVI–XLV; Thesaurus Linguae Latinae Index (1900). Roman numerals are to be avoided.

Illustration and Tables

Illustration and table references of your own illustrations, tables and plates in the text should be given in parentheses, e.g. (Fig. 1), (Figs. 25, 27), (Fig. 2.1), (Fig. 8.1–2), (Tab. 8.1–2), (Figs. 2.1, 3.4), (Tab. 1; Pl. 1).

For single authored volumes with numbered chapters: e.g. Fig. 1 in Chapter 2 = Fig. 2.1; Object c or object 3 in Fig. 1 of Chapter 2 = Fig. 2.1c or Fig. 2.1.3.

Tab. 4.1; Pl. 2.2c, Pl. 3.1.1, etc.

Illustration and Table captions:

Fig. 1 Distribution of textile tools and sites mentioned in the text until c. 5500 BC. 1. Ayio Gala, 2. Barcın Höyük, 3. Büyükkaya, 4. Canhasan.

Fig. 2 Loom weights from Late Chalcolithic Alishar Hüyük (after v. d. Osten 1937, fig. 99; by permission of the Oriental Institute, University of Chicago).

Fig. 3 Palaeogeographic profile of Çukuriçi Höyük (M. Börner/ERC Prehistoric Anatolia after F. Stock 2013).

In-Text Citations and Footnotes

All in-text references to literature and comments should be placed in the footnotes. The footnote number is inserted after a word or after a punctuation mark:

- ... levels include traces of architecture,²¹ ...
- ... date to the second half of the 4th millennium BC.²²
- ... studies based on Neutron Activating Analyses²⁰ show that ...

Begin footnote with a capital letter:

- ¹ E.g. for recent reviews see Wilson 2008; Tomkins – Schoep 2010.
- ² Cf. Siklósi 2009, 462–465; Horejs 2012.

Order:

Author (for three or more authors use et al.), year, page numbers, figures, notes, no full citations.

Transcribe Greek and Cyrillic names:

Instead of Георгиев – Ангелов 1952 write Georgiev – Angelov 1952.
Instead of Ζάχος 2010 write Zachos 2010.

Quote Greek titles in monotonic orthography (μονοτονικό σύστημα γραφής):

Instead of Ανασκαφαὶ ἐν Πύλῳ write Ανασκαφαί εν Πύλω.

References in chronological order:

- ¹ Neustupný 1973; Němejcová-Pavúková 1973; Williams et al. 1983; Williams et al. 1984; Erkanal – Özkan 1997; Günel 2003; Sherratt 2003; Günel 2004; Papathanassopoulos 2011, 177–178; Erkanal – Şahoğlu 2012a.
- ² As already stated by Forenbaher 1993, 246–247; Schwenger 2005, 187–189.
- ³ Rambach 2000a, 103–108, 431, 446, fig. 26; Catling 2009, vol. 1, 55.
- ⁴ Chatziangelakis 1984, 80, fig. 3.13–14; Zachos 1987, 699, fig. 10; Sampson 1993, 161–162, fig. 121.9–12; Papathanassopoulos 2011, 177–178 no. 124.
- ⁵ Childe 2009 [1958], 78–79.
- ⁶ Hom. Il. 2, 484–759; Strab. 8, 3, 7.
- ⁷ Kilian-Dirlmeier 1985; Kilian-Dirlmeier 1986; Kilian-Dirlmeier 1987; Kilian-Dirlmeier 1997.
- ⁸ Lolos 1987, 200, figs. 345, 669.2; Mountjoy 1999, 318 n. 164; Andrikou, this volume.

Longer texts in footnotes:

- ¹ For comparative pottery see Emporio: Hood 1981, 300–350, figs. 144, 145, 148, 150, pls. 43–49; Kum Tepe IB: Sperling 1976; Liman Tepe VII: Şahoğlu – Sotirakopoulou 2011, 257 cat. nos. 77–78.
- ² Following the surveys by French in 1959–1960 in İznik, Balıkesir and Manisa regions (French 1961; 1967; 1969), more recent surveys included those by Tuna (1986) and Meriç (1987).
- ³ More recently, survey of the Aydın and Muğla regions has been undertaken by Günel (2003a; 2003b; 2004a; 2004b; 2004c; 2004d; 2005a; 2005b).
- ⁴ Papakonstantinou 1989b, 110, indicates LH I–III A2 as the period of use for the tomb.

Discussion section in proceedings volume:

- J. B. Rutter in: Deger-Jalkotzy – Zavadil 2003, 255.

Plates:

Convert all Roman numerals into Arabic numerals.

Exception: books that have both Roman and Arabic page numbers or have both Roman and Arabic plate numbers:

- Corpus der minoischen und mykenischen Siegel VI.2, XLV no. 462.
- Jung 2002, 125–131, 415 cat. no. 409, pls. 44.409; X.9.3.3.

- A semicolon separates several citations from each other, e.g. Vitelli 1999, 68–70, 73–74; Alram-Stern 2007, 2–3.
- A long dash connects consecutive pages, figures, plates, tables, e.g. Bernardi 1970, pls. 172–178; Coleman 1992, figs. 2–3, pl.5.
- A comma separates sets of consecutive pages, pages from figures, e.g. Mansel 1972, 70, fig. 29; Maran 1998, 40–41, 344–346, fig. 1.
- A comma separates non-consecutive figures, plates, tables or pages, e.g. Krencker et al. 1936, pls. 22, 25, 27; Mansel 1972, 70, figs. 29, 31; Coleman 1992, figs. 2, 5–7; Alram-Stern 2007, 2–3, 17–29.
- A full stop indicates figure numbers with numerical additions, e.g. Naumann et al. 1975, figs. 80.1; 82.1, 5.
but: no periods when letters are used e.g. Beyen 1960, fig. 61a–c; Vitelli 2007, 342–345, figs. 79e, f, h; 80e, g, h.
- A semicolon separates figures or plates with additions from other figure or plate numbers, e.g. Naumann et al. 1975, figs. 80.1; 82.1, 5; Maran 1998, 40–41, pls. 1–4; 344–346; Vitelli 2007, 342–345, figs. 79e, f, h; 80e, g, h.

References

Full references should be listed alphabetically at the end of the paper.

Never use bold, never use italics.

For detailed guidance please see the example references below.

Use sentence case for titles of articles and book chapters:

Forenbaher 1993

S. Forenbaher, Radiocarbon dates and absolute chronology of the central European Early Bronze Age, *Antiquity* 67, 1993, 218–256.

Özdoğan 2002

M. Özdoğan, The Bronze Age in Thrace in relation to the emergence of complex societies in Anatolia and in the Aegean, in: Ü. Yalçın (ed.), *Anatolian Metal II, Der Anschnitt. Beiheft 15, Veröffentlichungen aus dem Deutschen Bergbau-Museum* 109 (Bochum 2002) 67–76.

Use title case for English-language book titles, series titles and journal titles:

Bauer 2006

A. A. Bauer, Between the steppe and the sown: prehistoric Sinop and inter-regional interaction along the Black Sea coast, in: D. L. Peterson – L. M. Popova – A. T. Smith (eds.), *Beyond the Steppe and the Sown. Proceedings of the 2002 University of Chicago Conference on Eurasian Archaeology, Colloquia Pontica 13* (Leiden 2006) 227–246.

Schoep 2010

I. Schoep, The Minoan ‘palace-temple’ reconsidered: a critical assessment of the spatial concentration of political, religious and economic power in Bronze Age Crete, *Journal of Mediterranean Archaeology* 23, 2010, 219–243.

Service 1975

E. R. Service, *Origins of the State and Civilization. The Process of Cultural Evolution* (New York 1975).

Page numbers of articles:

Alram-Stern 2007

E. Alram-Stern, Das Chalkolithikum in Südgriechenland. Versuch einer chronologischen und topographischen Gliederung, in: F. Lang – C. Reinholdt – J. Weilhartner (eds.), ΣΤΕΦΑΝΟΣ ΑΡΙΣΤΕΙΟΣ. Archäologische Forschungen zwischen Nil und Istros. Festschrift für Stefan Hiller zum 65. Geburtstag (Vienna 2010) 1–10.

Rutter 1990

J. B. Rutter, Pottery groups from Tsoungiza of the end of the Middle Bronze Age, *Hesperia* 59, 1990, 375–458.

Names of authors, which have been abbreviated with et al. in the footnotes, have to be spelled in full:

Pentedecka et al. 2010

A. Pentedecka – E. Kiriati – L. Spencer – A. Bevan – J. Conolly, From fabrics to island connections: macroscopic and microscopic approaches to the prehistoric pottery of Antikythera, *The Annual of the British School at Athens* 105, 2010, 1–81.

If originally published in Greek or Cyrillic letters, please provide original citation of names and title of contribution:

Georgiev – Angelov 1952

Г. Георгиев – Н. Ангелов, Разкопки на селищната могила до Русе през 1948–1949 година, *Известия на Археологическия Институт* 18, 1952, 119–195.

Zachos 2010

Κ. Ζάχος, Η μεταλλουργία στην Ελλάδα και στη ΝΑ Ευρώπη κατά την 5η και 4η χιλιετία π. Χ., in: Ν. Παπαδημητρίου – Ζ. Τσιρτσώνη (eds.), *Η Ελλάδα στο ευρύτερο πολιτισμικό πλαίσιο των Βαλκανίων κατά την 5η και 4η χιλιετία π. Χ.* (Athens 2010) 77–91.

but:

Zachos 2007

C. Zachos, The Neolithic background: a reassessment, in: P. M. Day – R. C. Doonan (eds.), *Metallurgy in the Early Bronze Age Aegean, Sheffield Studies in Aegean Archaeology* 7 (Oxford 2007) 168–206.

Use consecutive numbers (a, b, etc.) for more than one publication by same author in the same year:

Dickinson 1992a

O. T. P. K. Dickinson, Mycenaean pottery from the settlement. Part I: The Late Helladic I and II pottery, in: W. A. McDonald – N. C. Wilkie (eds.), *Excavations at Nichoria in Southwest Greece 2. The Bronze Age Occupation* (Minneapolis 1992) 469–488.

Dickinson 1992b

O. T. P. K. Dickinson, Reflections on Bronze Age Laconia, in: J. M. Sanders (ed.), *ΦΙΛΟΛΑΚΩΝ. Lakonian Studies in Honour of Hector Catling* (Oxford 1992) 109–114.

A full stop (except question marks, exclamation marks and colons) separates main titles and subtitles:

Lechtman 1996

H. Lechtman, Arsenic bronze: dirty copper or chosen alloy? A view from the Americas, *Journal of Field Archaeology* 23, 1996, 477–514.

Roodenberg 2001

J. Roodenberg, A Late Chalcolithic cemetery at Ilipinar in northwestern Anatolia, in: R. M. Boehmer – J. Maran (eds.), *Lux Orientis. Archäologie zwischen Asien und Europa. Festschrift für Harald Hauptmann zum 65. Geburtstag, Internationale Archäologie. Studia honoraria* 12 (Rahden/Westf. 2001) 351–355.

Wild et al. 2001

E. M. Wild – P. Stadler – M. Bondár – S. Draxler – H. Friesinger – W. Kutschera – A. Priller – W. Rom – E. Ruttikay – P. Steier, New chronological frame for the young Neolithic Baden culture in central Europe (4th millennium BC), *Radiocarbon* 43, 2B, 2001, 1057–1064.

A slash separates two publication years or bilingual titles:

Hood 1981/1982

S. Hood, Excavations in Chios 1938–1955. Prehistoric Emporio and Ayio Gala, *The British School of Archaeology at Athens Suppl.* 15–16 (London 1981/1982).

Birtacha 2006

K. Birtacha, The metal objects, in: K. Marangou – C. Renfrew – Ch. Doumas – G. Gavalas (eds.), *Μαρκιανή Αμοργού / Markiani, Amorgos. An Early Bronze Age Fortified Settlement. Overview of the 1985–1991 Investigations*, *The British School at Athens Suppl.* 40 (London 2006) 211–217.

Journals:

Commas separate journal volume number, publication year and page numbers:

Zimmermann 2005

T. Zimmermann, Zu den frühesten Blei- und Edelmetallfunden aus Anatolien. Einige Gedanken zu Kontext und Technologie, *Der Anschnitt* 57, 2005, 190–199.

Issue numbers are only given if the pagination of each issue begins with page 1:

Urban 2016

O. Urban, Zur Gründung des Prähistorischen bzw. Urgeschichtlichen Instituts an der Universität Wien, *Archäologie Österreichs* 27, 2/2016, 29–32.

If a journal does not have numbered volumes, the issue number is placed after the year:

Maran – Papadimitriou 2017

J. Maran – A. Papadimitriou, Gegen den Strom der Geschichte. Die nördliche Unterstadt von Tiryns: ein gescheitertes Urbanisierungsprojekt der mykenischen Nachpalastzeit, *Archäologischer Anzeiger* 2016/2, 2017, 19–118.

Always provide the name of the journal in full:

Instead of BSA write The Annual of the British School of Archaeology at Athens.
Instead of Prakt or PAE write Πρακτικά της εν Αθήναις Αρχαιολογικής Εταιρείας.

Always provide publication year. Use slash to separate volume number and volume year if the year is not the same as the publication year:

Adametz 2012

K. Adametz, Eine Siedlung der Urnenfelderkultur in Unterradlberg, Niederösterreich, Fundberichte aus Österreich 50/2011, 2012, 67–92.

Angelini et al. 2001

B. Angelini – T. Pasquali – A. Pedrotti, Madonna Bianca rockshelter (Trento), Preistoria Alpina 33/1997, 2001, 229–231.

Arapoyianni 1995

Ε. Αραπογιάννη, Βολμιΐδια, Αρχαιολογικόν Δελτίον 45/1990, 1995, Β'1, 120.

Pantelidou Gofa et al. 2016

Μ. Παντελίδου Γκόφα – G. Touchais – Α. Φίλιππα-Touchais – Ν. Παπαδημητρίου, Μελέτη προϊστορικών τύμβων Βρανά Μαραθώνος, Πρακτικά της εν Αθήναις Αρχαιολογικής Εταιρείας 170/2015, 2016, 25–70.

Books:

Provide names of all editors for edited volumes:

Hansen 2010

S. Hansen, Communication and exchange between the northern Caucasus and central Europe in the fourth millennium BC, in: S. Hansen – A. Hauptmann – I. Motzenbäcker – E. Pernicka (eds.), Von Majkop bis Trialeti. Gewinnung und Verbreitung von Metallen und Obsidian in Kaukasien im 4.–2. Jt. v. Chr., Kolloquien zur Vor- und Frühgeschichte 13 (Bonn 2010) 297–316.

Provide location of publication in English. Do not provide name of publisher:

Todorova 1982

H. Todorova, Die kupferzeitlichen Äxte und Beile in Bulgarien, Prähistorische Bronzefunde IX, 14 (Munich 1982).

Multiple publication locations:

Pelon 1976

O. Pelon, Tholoi, tumuli et cercles funéraires. Recherches sur les monuments funéraires de plan circulaire dans l'Égée de l'âge du Bronze (III^e et II^e millénaires av. J.-C.), Bibliothèque des Écoles françaises d'Athènes et de Rome 229 (Athens, Paris 1976).

If an edited volume is cited more than once, abbreviate and cite separately:

Erkanal et al. 2008

H. Erkanal – H. Hauptmann – V. Şahoğlu – R. Tuncel (eds.), Uluslararası Sempozyum Bildirileri “Neolitik, Kalkolitik ve Erken Tunç Çağı’nda Ege”, 13.–19. Ekim 1997, Urla - İzmir (Türkiye) / Proceedings of the International Symposium “The Aegean in the Neolithic, Chalcolithic and the Early Bronze Age”, October 13th–19th 1997, Urla - İzmir (Turkey), Ankara Üniversitesi. Suatlı Arkeolojik Araştırma ve Uygulama Merkezi (ANKÜSAM) / Ankara University, Research Center for Maritime Archaeology (ANKÜSAM) 1 (Ankara 2008).

Lengeranlı 2008

Y. Lengeranlı, Metallic mineral deposits and occurrences of the İzmir district, Turkey, in: Erkanal et al. 2008, 355–367.

Şahoğlu 2008

V. Şahoğlu, Liman Tepe and Bakla Tepe: new evidence for the relations between the Izmir region, the Cyclades and the Greek mainland during the late fourth and third millennia BC, in: Erkanal et al. 2008, 483–501.

A comma separates the title of the book and the series title:

Dakouri-Hild – Sherratt 2005

A. Dakouri-Hild – S. Sherratt (eds.), *Autochthon. Papers Presented to O. T. P. K. Dickinson on the Occasion of his Retirement*, Institute of Classical Studies, University of London, 9 November 2005, British Archaeological Reports. International Series 1432 (Oxford 2005).

Jung 2005

R. Jung, Aspekte des mykenischen Handels und Produktaustauschs, in: B. Horejs – R. Jung – E. Kaiser – B. Teržan (eds.), *Interpretationsraum Bronzezeit. Bernhard Hänsel von seinen Schülern gewidmet*, Universitätsforschungen zur prähistorischen Archäologie 121 (Bonn 2005) 45–70.

Vulpe 1975

A. Vulpe, Die Äxte und Beile in Rumänien II, *Prähistorische Bronzefunde IX*, 5 (Munich 1975).

Multiple series:

Lochner – Ruppenstein 2013

M. Lochner – F. Ruppenstein (eds.), *Brandbestattungen von der mittleren Donau bis zur Ägäis zwischen 1300 und 750 v. Chr. Akten des internationalen Symposiums an der Österreichischen Akademie der Wissenschaften in Wien, 11.–12. Februar 2010 / Cremation burials in the region between the Middle Danube and the Aegean, 1300–750 BC. Proceedings of the International Symposium Held at the Austrian Academy of Sciences at Vienna, February 11th–12th, 2010*, *Denkschriften der phil.-hist. Klasse 448*, *Mitteilungen der Prähistorischen Kommission 77*, *Veröffentlichungen der Mykenischen Kommission 32* (Vienna 2013).

Different volumes of a series:

Convert all volume numbers in the series to Arabic numerals (unless the volume number consists of Roman and Arabic numerals as with e.g. the *Prähistorische Bronzefunde*).

Banks 2013

E. C. Banks, *The Settlement and Architecture of Lerna IV, Lerna. A Preclassical Site in the Argolid. Results of Excavations Conducted by the American School of Classical Studies at Athens 6* (Princeton 2013).

Nordquist 1999

G. Nordquist, Pairing of pots in the Middle Helladic Period, in: P. P. Betancourt – V. Karageorghis – R. Laffineur – W.-D. Niemeier (eds.), *Meletemata. Studies in Aegean Archaeology Presented to Malcolm H. Wiener as He Enters His 65th Year*, *Aegaeum 20* (Liège, Austin 1999) 569–573.

Todorova et al. 2007

H. Todorova – M. Stefanovich – G. Ivanov (eds.), *The Struma/Strymon River Valley in Prehistory. Proceedings of the International Symposium ‘Strymon Praehistoricus’*. Kjustendil-Blagoevgrad (Bulgaria). Serres-Amphipolis (Greece), 27.09–1.10.2004, *In the Steps of James Harvey Gaul 2* (Sofia 2007).

Matthäus 1980

H. Matthäus, *Die Bronzegefäße der kretisch-mykenischen Kultur, Prähistorische Bronzefunde II*, 1 (Munich 1980).

Different volumes of a monograph: quote volume numbers in case of separate pagination of each volume

Catling 2009

H. W. Catling, Sparta: Menelaion I. The Bronze Age 1–2. The British School at Athens Suppl. 45 (London 2009).

Exhibition catalogues:

Aruz et al. 2008

J. Aruz – K. Benzel – J. M. Evans (eds.), Beyond Babylon. Art, Trade, and Diplomacy in the Second Millennium B.C. (New York 2008).

Ägyptisches Museum 1980

Ägyptisches Museum. Staatliche Museen Preußischer Kulturbesitz, Kunst der Welt in den Berliner Museen [15] (Stuttgart, Zürich 1980).

Nicolis 2002

F. Nicolis, Der Schmuck der Glockenbecher-Kultur, in: Archäologisches Landesmuseum Baden-Württemberg (ed.), Über die Alpen. Menschen – Wege – Waren (Stuttgart 2002) 111–117.

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