



Author Guidelines

Please use British spelling consistently throughout your manuscript. We recommend linguistic revision before review.

Structure

Your paper should be compiled in the following order: title; abstract; keywords; main text introduction, materials and methods, results, discussion; acknowledgments and funding details; declaration of interest statement; references; appendices (as appropriate).

A list of captions for table(s) and figure(s) should be uploaded separately. (See below)

The files can be in OpenOffice, Microsoft Word or RTF document file format

Tables and figures should be uploaded separately (See below)

Word and Illustration Limits

Research articles should be no more than 8000 words, inclusive of tables, figure captions, footnotes, endnotes, but exclusive of bibliography.

Debate articles should be no more than 3000 words, inclusive of tables, figure captions, footnotes, endnotes, but exclusive of bibliography.

Brief communication should be no more than 2000 words, inclusive of tables, figure captions, footnotes, endnotes, but exclusive of bibliography.

In general, *illustrations for articles* should not exceed 2 per 1.000 words.

Style Guidelines

Author Details

Please include all authors' full names, affiliations, postal addresses, telephone numbers and email addresses on the cover page. Where available, please also include ORCIDs. One author will need to be identified as the corresponding author. Authors' affiliations are the affiliations where the research was conducted. If any of the named co-authors moves affiliation during the peer-review process, the new affiliation can be given as a footnote. Please note that no changes to affiliation can be made after your paper is accepted.

Title

Use bold for your article title, with an initial capital letter for any proper nouns.

Abstract

Max 200 words

Keywords

Please provide 5-6 keywords to help readers find your article.

Headings

1. First-level headings (e.g. Introduction, Conclusion) should be in bold, with an initial capital letter for any proper nouns.
2. Second-level headings should be in bold italics, with an initial capital letter for any proper nouns.

3. Third-level headings should be in italics, with an initial capital letter for any proper nouns.

Paragraph

Use tab to indicate a paragraph and leave a line between paragraphs if you wish to give additional emphasis

Quotation

Please use single quotation marks, except where 'a quotation is "within" a quotation'. Please note that long quotations should be indented without quotation marks.

Endnotes

These may be used when essential; their numbers should be placed after all other forms of punctuation and without a space, e.g. ... XX.³

¹⁴C

Please include the laboratory number, the radiocarbon date, and calibrated age ranges at 1 and 2 standard deviations.

Illustrations

For each illustration there should be at least one call-out reference in the text, written out as (Figure 1).

References

It is essential to observe the following referencing conventions (manuscripts which do not conform to these instructions will be returned for correction).

As a rule, references should include page and illustration references. The use of f/ff is not allowed. Do not use references to year alone, unless referring to the overall topic of a publication, or if the entire publication is specifically focusing on the topic that you are referring to:

- Surveys on house typology like the one by Mikkelsen (1988) ...
- As demonstrated by Mikkelsen (1988, 20-23)...

If you want to include two or more references within the same parenthesis, use alphabetical order and separate with semicolon:

- Several authors have developed models, which describe this development (Holst 2001, 34-37; Johnson 1991, 65; Olsen and Holst 2003, 45-62).

If you want to include more references by the same author, separate with comma:

- Several authors have developed models, which describe this development (Holst 2001, 34-37, 2007, 4; Johnson 1991, 65; Olsen and Holst 2003, 45-62).

If two or more references by the same author published in the same year are cited, distinguish these by adding a, b, c, etc. after the year:

- Bryan (2017a) discussed...

If more than three authors, give the surname of the first author followed by et al.

- (Mikkelsen et al. 2013).

If you refer to a source quoted in another source, cite both in the text (including page numbers/figure numbers), but only list the work you read in the bibliography:

- A study by James (2005, 146 cited Beck 2017, 34) showed that...

Author names starting with the letters Æ, Ø and Å should be placed last in the reference list.

Reference list

Book

Andren, A., 1998. *Between Artifacts and Texts. Historical Archaeology in Global Perspective*. New York: Plenum Press. <https://doi.org/10.1007/978-1-4757-9409-0>

Edited book

Fabech, C. and Ringtved, J., (eds) 1999. *Settlement and landscape. Proceedings of a conference in Århus, Denmark. May 4-7 1998*. Højbjerg: Jutland Archaeological Society.

Chapter

Austin, D. and Thomas, J., 1990. The “proper study” of medieval archaeology: a case study. In: L. Alcock and D. Austin (eds). *From the Baltic to the Black Sea. Studies in Medieval Archaeology*. London: Unwin Hyman, 43-78. <https://doi.org/10.4324/9780203598320>

Journal

Frei, K.M., Frei, R., Mannering, U., Gleba, M., Nosch, M.L. and Lyngstrøm, H., 2009. Provenance of Ancient textiles – a pilot study evaluating the Sr isotope system. *Archaeometry* 51(2), 252-276. <https://doi.org/10.1111/j.1475-4754.2008.00396.x>

Web-page, website, e-book

Bronk Ramsey, C., 2013. OxCal 4.2 Available from: <http://c14.Arch.ox.ac.uk/oxcal> [Accessed 16 June 2016]

Unpublished reports

Laursen, S.V., *FHM 5147 Hummelure*. Moesgaard Museum.

No author

If a work has no author, reference by title.

Crossref DOIs

The journal is a Crossref member. Reference linking is required for all Crossref members and for all current journal content. Reference linking is encouraged, but not required, for other content types such as books and conference proceedings.

Please add hyperlinks to Crossref DOI when you create your citation list whenever possible. The tool Crossref Metadata Search might be helpful, <https://search.crossref.org/references>.

You can read about Crossref here: <https://www.crossref.org/services/reference-linking/>

Funding details

This work was supported by the [Funding Agency] under Grant [number xxxx].

Illustrations

All illustrations should be numbered (Figure 1), (Table 1) and uploaded separately. **Do not place them in the text document.** In general, we prefer a limit of 2 illustrations per 1.000 words.

Figure captions should be typed in full on a separate list headed ‘Figure captions’. For drawings and photographs, acknowledgement of the source should be included. It is the responsibility of the authors to obtain any necessary copyright permission for the reproduction of images. Captions should be concise but comprehensive – the figure and its caption must be understandable without reference to the text. Include definitions of any symbols used and define/explain all abbreviations and units of measurement, either in the caption or in a legend within the figure.

The illustrations must be professionally scanned as JPEG, PNG or TIF and 600 dpi resolution.

3D-models should be *.u3d file (including texture).

The recommended number of polygons is 50.000-200.000 and the texture atlas size should not be greater than 4096 pixels.

If you wish to include any material in your paper for which you do not hold copyright, you will need to obtain permission from the copyright owner prior to submission

- Figure 1. Chronological sequence of the longhouse types from Jutland in the Late Iron Age according to Hansen et al. (1999). Drawing: D. Kaldal Mikkelsen.
- Figure 10. Map depicting the bioavailable strontium isotope ranges as measured in surface waters from Denmark (after Frei and Frei 2011).

Supplementary material

Supplementary material can be a video, dataset, file set, sound file, or anything which supports (and is pertinent to) your paper.