

Article-Guidelines for the Journal of Global Archaeology (JoGA) of the KAAK (Mai 2021)

I. General

Articles should correspond to the profile of the KAAK, i.e. archaeological research primarily in Africa, Asia, Australia, Oceania and the Americas, as well as reports on projects and fieldwork, material and site presentations, review articles and theoretical papers on archaeology and cultural preservation.

Please submit each manuscript complete with the images and supplements (if available) in digital form: Text, illustrations and supplements should be sent in separate files. Please send your article to:

KAAK des Deutschen Archäologischen Instituts
Redaktion
Dürenstr. 35-37
D – 53173 Bonn
email: redaktion.kaak@dainst.de

The editors of the journal decide on the acceptance of an article.

II. Article order

Abstract English + Keywords

- Approx. 800–1000 characters (incl. spaces)
- Keywords: max. 5

Text

- Use Word, Open Office or Libre Office
- Short citations in brackets, e.g.: (Müller – Neuer 2019: 23); for more than three authors „et al.“, e.g.: (Linstädter et al. 2015: 23)
- Figure references in brackets, e.g.: (Fig. 1). **Attention!** Also indicate maps and tables as illustrations
- Annotation numbers before punctuation marks
- Headings up to the 3rd hierarchy
- Mark special characters in manuscript, supply font if necessary
- Text left aligned
- Font size uniform 12pt
- Line spacing: 1.5 lines
- Superscript or subscript numbers
- Differentiation between dashes (–) and hyphens (-)

- Jahrhundert, century and siglo written out
- BCE / CE without point
- Quotation marks: German („...“); English ('...');
- Spanish («...»)
- Continuous page numbering

References

- At the end of the manuscript
- DOI's (if available)
- For more than three authors „et al.“

Please use the following examples for citing:

a) Monographs

Higham – Thosarat 1998

Higham, C. – Thosarat, R. 1998 Prehistoric Thailand: From Early Settlement to Sukhothai. Bangkok.

b) Series

Herzog 1910

Herzog, T. 1910 Pflanzenformation Ost-Bolivians. Englers Botanische Jahrbücher für Systematik, Pflanzen geschichte und Pflanzengeographie 44. Leipzig.

c) Articles in anthologys

Glover 1990

Glover, I. 1990 Ban Don Ta Phet: the 1984–85 excavation. In: Glover, I. – Glover, E. (eds.), Southeast Asian Archaeology 1986. Proceedings of the First Conference of the Association of Southeast Asian Archaeologists in Western Europe (=BAR International Series 561), pp. 139–184. Oxford.

Bronson – White 1992

Bronson, B. – White, J. C. 1992 Radiocarbon and Chronology in Southeast Asia. In: Ehrich, R. W. (ed.), Chronologies in Old World Archaeology, vol. 1: 491–509; vol. 2: 475–515. Chicago.

d) Journal article

Wachtel 1978

Wachtel, N. 1978 Hommes d'eau: le problème uru (XVI–XVIIème siècles). In: Annales 23 (5–6): 1127–1159.

e) Internet documents

Title. In: [http://www. \[complete URL\]](http://www. [complete URL]) (Date of the last visit to the page).

Sources of illustrations

- Attach at the end of the manuscript
- List illustrations separately. Avoid fig. 1–10!
- Mention of image source with location, negative identification, e.g: Fig. 6: Miletus excavation, neg. 85/579 (W. Schiele).
- Name of illustrator or photographer (if known), e.g.: Fig. 7: Drawings (D. Huff).
- Naming for photos from DAI archives, e.g.: Fig. 15: D-DAI-ATH-99.1167 (H. R. Goette).
- Reproductions: After obtaining permission, exact citation of the original, e.g.: Fig. 21: after Müller-Wiener, M. 1990 Arbeiten in der Großen Kirche. In: Ist. Mitt. 40: 73. Abb. 1. Istanbul.

Author

- Title, author name; institution; address; country; e-mail
- ORCID-ID (ID to identify scientific authors: <https://orcid.org/>). The DAI recommends the use of an ORCID ID: https://www.dainst.org/en/ergebnis/-/asset_publisher/NZrOgZ37QcYu/content/orcid-empfehlung
- ROR-ID (ID to identify research institutions: <https://ror.org/>)

III. Illustrations and captions

- Correct naming of illustrations, e.g.: **JOGA_SurnameAuthor_01**
- Image size: approx. 2–3 MB
- Format: TIFF
- „Decorative“ cover image
- Format tables as Excel or Libre Office
- Provide captions in graphics with the font of the JoGA (Noto Serif).
- Include figure captions and list of figures at the end of the manuscript.

IV. Supplements (if available)

- For example, additional image files, 3D models, etc.
- 3D models in obj format; not larger than 150 MB
- Please attach the supplements in a separate folder