

## ANATOLICA

*Anatolica* is an international scholarly journal published annually since 1967. *Anatolica* is published by Peeters Publishers under the aegis of the Netherlands Institute in Turkey.

The Editorial Board welcomes submissions on the archaeology and history of Anatolia and neighboring regions from prehistory to the Ottoman era. Original scholarly papers from the disciplines of archaeology, history, history of archaeology, history of art, anthropology, epigraphy, history of architecture, archaeometry, geographical information systems (GIS), numismatic, maritime archaeology, cultural heritage management, digital humanities, museum studies are in the scope of the journal.

*Anatolica* is an international, peer-reviewed journal. Submitted contributions are subject to review by the Editorial Board and external specialists (referees) prior to acceptance for publication.

## SUBMISSION PROCEDURE

Manuscripts to be published in *Anatolica* can be submitted throughout the year; however, generally those the annual deadline for submissions is **01 December** and submissions after this date are typically not considered for publication in the following year.

The following details are the necessary information for submitting a scholarly paper to be published in *Anatolica*. You can find the **Style Guide** below.

## LANGUAGE

Articles must be submitted in **English, US spelling**, and should be preceded by **an abstract of 150–200 words in English**.

Articles written by authors whose first language is not English must be corrected by a native English speaker prior to submission.

Follow spellings as they appear in Merriam-Webster Dictionary: <https://www.merriam-webster.com/>

## WORD LIMIT

Please include a wordcount for your paper. *Anatolica* accepts papers **no shorter than 5000 words and no longer than 15,000, inclusive of references and captions**.

Articles should be preceded by **an abstract of 150–200 words in English**.

## STRUCTURE OF AN ARTICLE

Articles should be structured as follows:

- Title and optional subtitle
- Name(s), affiliation(s), and ORCID of the author(s)
- Abstract in English, 150–200 words
- 5 keywords
- Main text in US English, using in-text author-date references
- Acknowledgments (optional)
- Bibliography
- Figures and captions & Tables and captions (no plates are accepted)
  - Figures include photos, plans, maps, line drawings, diagrams, graphics etc.
  - Figures should be sent as separate files: Line drawings, graphic etc. should be in **tiff** format with **minimum 300 dpi**, other images can also be in **jpeg** format with **minimum 300 dpi**
  - To comply with the maximum width of 14 cm for illustrations on a published page, authors should make sure that names, legends etc. in illustrations are presented with a minimum font size of 7 or 8pt at that width.

**Footnotes should be avoided. In-text citations should be used (see below for citation and reference system).**

Optional appendices, large tables, and graphics—all should be sent in **Microsoft Word** format.

## FORMATTING

- Papers must be submitted in **Microsoft Word** format.
- (Sub)headings

Paragraph headings should be indicated; maximum three levels may be used:

  - Heading, level 1 (will appear formatted in SMALL CAPITALS)
  - Subheading, level 2 (will appear formatted in **bold**)
  - Subheading, level 3 (will appear formatted in *italics*)
- Footnote markers are ideally at the end of sentences but may also be placed after punctuation within a sentence.
- Figures referred in the text must be in a continuous sequence with a numerical order.
- Captions are formatted in the following manner:

Fig. 1. The trenches in the woodland near the French Cemetery and Memorial, Morto Bay, Gallipoli Peninsular. (Photo: Christopher Whitehead, with permission)

## STYLE

### Transliteration, Proper Nouns, and Italics

- Place names should be given in English: Istanbul rather than İstanbul, Seville rather than Sevilla, Ephesus rather than Ephesos.
- All proper nouns coming from languages other than English should keep all the accents: Aşıklı Höyük.
- Foreign terms that do not appear in standard dictionaries should be italicized: *agora*, *in situ*, *peristyle*.
- For terms in italics the plural form should be formed by adding “s” alone (not ’s) and do not italicize the final “s”: *porticos*.
- Do not italicize proper names from other languages (including monuments): the Académie Française.

### Capitalization

Proper nouns, or names, are always capitalized. Below, some examples are listed. For detailed information, see **chapter 8 of *The Chicago Manual of Style***, 17<sup>th</sup> edition (2017).

- Personal names containing particles such as “de” or “von” may vary in capitalization:  
Juliette de La Genière  
Volkmar von Graeve
- Prepositions, “of,” “for,” “at,” or “in” and conjunctions (and) that are parts of names, and “the” when it precedes a name are usually lowercase:  
the University of Oxford  
the Republic of Turkey  
Archaeological Institute of America  
British Institute at Ankara  
Ministry of Culture and Tourism
- Words denoting political divisions are capitalized when they follow a name or are part of a generally accepted name:  
Ottoman Empire, Hittite Empire
- Names of historical periods and events are capitalized as follows:  
Bronze Age  
Hellenistic period  
Early Byzantine period  
Late Antiquity, Late Antique period

Archaic period

- Nouns and adjectives designating cultural styles, movements, and schools are generally capitalized when derived from names or when they need to be distinguished from generic terms:

Late Classical literature

classical vase painting

modernism

Stoicism

Romanesque architecture

Early Archaic art

- Names of mountains, rivers, oceans, lakes, islands, etc. are capitalized:

Taurus Mountains

Black Sea

Upper Tigris Basin

- The names of specific buildings, monuments, parts of sites, and artifact collections/groups are capitalized. The generic form is lowercased.

- Elements referring to specific features in archaeological contexts are capitalized: walls, tombs, rooms, groups:

Wall 3, Building A, Tomb C, Room 6

- General excavation terms are lowercased:

stratum 6, level 12, locus 27

- Names of seasons are not capitalized:

in winter 327

- Do not capitalize the compass directions, except when they indicate an official name or specific context:

northern Greece,

the west of Anatolia

South America

the West

## Compound Words

Compounds come in three forms: hyphenated, open (with a space), or closed (spelled as one word). See *The Chicago Manual of Style* for a comprehensive guide. You can find some examples below:

- Compounds used as adjectives: In most cases, hyphenate such a compound when it precedes the noun it modifies; otherwise leave it open.

- Compounds formed by an adverb ending in *ly* plus an adjective or participle are left open:  
largely irrelevant
- Compounds composed of directional words, use a closed compound for a single direction. If the compound consists of coordinated nouns that could be joined with and or by, use a hyphen:  
northwest  
southeast  
a street running east-west direction
- Do not hyphenate words coming from other languages: *in situ* votive deposit.

## Numbers

See **chapter 9** of *The Chicago Manual of Style* for further details.

- Spell out numbers from 0 to 10, also numbers followed by hundred, thousand, and so on. For all other numbers, use arabic numerals:  
eight years  
75 kilometers  
two thousand amber beads
- In technical and statistical contents, spell out only single-digit numbers and use numerals for all other numbers.
- Ordinals should be written as normal text: 45th, 123rd.
- For four-digit numbers, other than years, use a comma: 3,456 meters, 1,638 pottery sherds.
- Numbers referring to chapters, journals, figures, etc. should be in arabic numbers:  
Chapter 6  
Fig. 17  
*Anatolian Studies* 34
- Number ranges should be styled as follows:  
1–99, use all digits: 6–10, 56–58, 89–103.  
100 or multiples of 100, use all digits: 100–107, 300–334, 1200–1245.  
101 through 109, etc., use changed parts only: 101–9, 506–25, 1106–8.  
110 through 199, etc., use two digits unless more are needed: 345–56, 589–614, 1067–69, 1698–712, 12478–613.

## Dates

- Use BCE (before the common era) and CE (common era).
- BP (before the present) may be used to designate a very distant past.

- For calendar dates, use “6 April 330” instead of “April 6, 330.”
- Date ranges should always be given in full:  
480–430 BCE  
1670–1800
- Centuries should always be spelled out in full:  
in the seventeenth century  
a fifteenth-century text  
a fourth-century BCE deposit

### Units of Measure

The names of units of measure such as dimensions, distances, volumes, weights, and degrees should be spelled out:

five kilometers  
16 meters

### Punctuations and Other Style Points

Please see **chapter 6 of *The Chicago Manual of Style***, 17<sup>th</sup> edition for further information.

- The period, ending a sentence, should be followed by a single space.
- Use the serial (Oxford) comma in the sentences listing more than two items: The complete Attic black-glazed dining set includes drinking cups, plates, and bowls, as well as various closed vessels.
- No space should be left on either side of the em dashes (—).
- En dash (–) is used between numbers to refer “up to,” “including,” or “through.” It can also be used to signify “to” between words:  
The material was found in the 1989–1997 excavations.  
See pages 717–32 for detailed information.  
The construction of Berlin–Baghdad railway...

### CITATIONS AND BIBLIOGRAPHY

The following is a short guide for formatting the citations and bibliography. For sources not covered in the examples below, please follow the guidelines provided in **chapter 15 of *The Chicago Manual of Style* (Author-Date system)**. For more information about Chicago Author-Date citation system, please visit [http://www.chicagomanualofstyle.org/tools\\_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html)

- **Articles should include a bibliography/reference list.**
- **The bibliography entries will be in alphabetical order.**
- **The bibliography must contain an entry for each work cited in the text (figure and table captions included) and only works cited in the text should appear in the bibliography.**
- **Footnotes should be kept to a minimum and only for important information that does not fit in the text. Footnotes are not to be used for references.**
- **Endnotes are not to be used.**

### **Examples of references**

Each example below gives the format for the Author-Date citation in parenthesis and the full form of the reference entry for bibliography, respectively.

Citations appear in narrative form or fully parenthetical form:

Narrative form: ....., according to Sagona (2017, 89).

Parenthetical form: ..... (Sagona 2017, 89).

### *Journal Articles*

In the reference list, include the page range for the whole article. In the text, cite specific page numbers. For articles consulted online, include a URL or the name of the database in the reference list entry. Many journal articles list a DOI (Digital Object Identifier). A DOI forms a permanent URL that begins <https://doi.org/>. This URL is preferable to the URL that appears in your browser's address bar. If the article has a DOI number, it should be included in the bibliographic entry.

#### One author

(Kuzucuoğlu 2007, 468)

Kuzucuoğlu, Catherine. 2007. "Climatic and Environmental Trends during the third millennium B.C. in Upper Mesopotamia." *Varia Anatolica* 19: 459–80.

#### Two Authors

(Aviam and Shalem 2014, 209)

Aviam, Mordechai, and Dina Shalem. 2014. "A Decorated Fragment of a Tyrian Lead Coffin from a Cemetery at Akhziv." *Israel Exploration Journal* 64, (2): 208–11.

#### Three Authors

(Blaylock, French, and Summers 1990, 97)

Blaylock, Stuart, David French, and Geoffrey Summers. 1990. "The Adiyaman Survey: An Interim Report." *Anatolian Studies* 40: 81–135.

#### Four or more authors

*In-text:* List only the first author, followed by *et al.*

*Reference list:* List all authors.

(Roosevelt et al. 2015, 338–39)

Roosevelt, Chris, Peter Cobb, Emanuel Moss, Brandon Olson, and Sinan Ünlüsoy. 2015. "Excavation is Destruction Digitization: Advances in Archaeological Practice." *Journal of Field Archaeology* 40: 325–46.  
<https://doi.org/10.1179/2042458215Y.0000000004>.

#### *Books*

##### One author

(Sagona 2017, 89)

Sagona, Antonio. 2017. *The Archaeology of the Caucasus: From Earliest settlements to the Iron Age*. Cambridge: Cambridge University Press.

##### Two authors

(Jörg and von Wickedede 2018, 127–35)

Becker, Jörg, and Alwo von Wickedede. 2018. *Çavi Tarlası: Identität und Kontakt am Beispiel eines spätneolithischen Fundplatzes der Halaf-Zeit*. Berlin: Ex Oriente.

##### Three authors

(Golombek, Mason, and Bailey 1996, 167)



Golombek, Lisa, Robert B. Mason, and Gauvin A. Bailey. 1996. *Tamerlane's Tableware: A New Approach to the Chinoiserie Ceramics of Fifteenth- and Sixteenth-Century Iran*. Costa Meza: Mazda Publishers.

#### Four or more authors

*In-text:* List only the first author, followed by *et al.*

*Reference list:* List all authors.

(Bel et al. 2012, 56–78)

Bel, Nicolas, Cécile Giroire, Florence Gombert-Meurice, and Marie-Hélène Rutschowskaya. 2012. *L'Orient romain et byzantine au Louvre*. Arles: Actes sud.

#### Editor or translator in place of an author

(Borchhardt 1975, 87)

Borchhardt, Jürgen, ed. 1975. *Myra: Eine lykische Metropole in antiker und byzantinischer Zeit*. Istanbul: Forschungen 30. Berlin: Gebr. Mann.

#### Translated book

(Vavilov 1992, 76–78)

Vavilov, Nikolai Ivanovich. 1992. *Origin and Geography of Cultivated Plants*. Translated by Doris Loeve. Cambridge: Cambridge University Press.

#### *Chapter in edited book*

In the text, cite specific pages. In the reference list, include the page range for the chapter or part.

#### One editor

(Zagermann 2006, 222)

Zagermann, Marcus. 2006. "Zwei gestempelte Waagschalen aus Oedenburg (Biesheim, dép. Haut-Rhin, France)." In *In Dienste Roms: Festschrift für Hans Ulrich Nuber*, edited by Gabriele Seitz, 221–23. Remshalden: Verlag Bernhard Albert Greiner.

#### Two editors

(Dewailly 2009, 16)

Dewailly, Martine. 2009. “La ceramica attica per Artemide nel santuario di Apollo a Claros (metà VI – fine IV secolo a.c.).” In *Ceramica attica santuari della Grecia, della Ionie e dell’Italia*, edited by Simona Fortunelli and Concetta Masseria, 13–30. Venosa: Osanna.

#### *Book review*

(Davis 2021)

Davis, Lauren. 2021. Review of, *Motif: From the Sadberk Hanım Museum Collection / Motif: Sadberk Hanım Müzesi Koleksiyonundan*, by Turgut Saner, Şebnem Eryavuz, and Hülya Bilgi. *TARE Journal of the Turkish Institute of Archaeology and Cultural Heritage* 1: 219–20.

#### *Thesis and dissertation*

(McCurdy 2010, 67–72)

McCurdy, Leah. 2010. “Visualising Architecture: The Experience of Creating Virtual Reconstructions.” Master’s thesis, University of York.

(Varoutsikos 2015, 78)

Varoutsikos, Bastien. 2015. “The Mesolithic-Neolithic Transition in the South Caucasus: Cultural Transmission and Technology Transfer.” PhD diss., Harvard University.

#### *Lectures and Papers Presented at Meetings*

The reference entry for lectures and papers presented at conferences/symposiums/etc. should follow the following order: Author, date, title of the lecture or paper, sponsorship, location of the meeting, and the specific date(s) of the meeting at which it was given.

Göloğlu, Sabiha. 2016. “Travelling Images: Nineteenth-Century Representations of Mecca and Medina.” Paper presented at the 104th Annual Conference of College Art Association, Washington DC, 3–6 February 2016.

#### *Manuscript Collections*

For documents from physical collections of unpublished manuscripts, include as much information as you can in your citations, and format the elements consistently.

- For citing multiple documents from a collection, list the collection as a whole in your bibliography: the name of the collection, the author(s) of the items in the collection, or the depository.
- For citing one document from a collection:  
 Parenthesis: (author date)  
 Bibliography: Author. Year (n.d.—if the date is not applicable). Title. Type of the collection. Location.

### *Classical and Medieval Works*

Classical and medieval works should usually be cited only in parenthetical citations. No bibliographic entry is necessary for ancient sources.

No punctuation between the title of the work and the line or section number. Arabic numerals should be used for line and section numbers. Commas should be placed between two or more citations of the same source, and semicolons between citations of different sources.

Names of the authors, works, and collections can be in full or abbreviated form. Use *Oxford Classical Dictionary* for abbreviations.

(Aristotle, *Politica* 3.1274b.32)

(Arist., *Pol.* 3.1274b.32)

### *Website content*

Cite web pages and related content by identifying the following elements in your reference list entries: author, publication or revision date, title of the page (in roman type, enclosed in quotation marks), title of the site, the owner or sponsor of the site, and the URL as the final element. Chicago requires an access date in citations of websites and other sources consulted online only if no date of publication or revision can be determined from the source (See 15.50 in *The Chicago Manual of Style*).

### *Personal communication*

Personal communications, including email and text messages and direct messages sent through social media, are usually cited in the text only; they are rarely included in a reference list.

In-text citation:

(Fokke Gerritsen, personal communication with the author, May 26, 2023)

## REQUIRED DOCUMENTS

- One or more digital text files (abstract, article text, appendices, tables, list of figures, captions, and tables—separate files or combined into one file in **Microsoft Word** format)
- If your manuscript contains special characters, a print example of the article as a pdf file
- Illustrations in **jpeg** or **tiff** format, **minimum 300 dpi** (separate files, not pasted into the word document). Labels and explanatory text within illustrations should be in English.

Complete files, with the above-mentioned documents, should be submitted electronically as email attachments or, in the case of large files, a Google Drive link or a WeTransfer download.

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## CONTACT

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For administrative matters (orders, subscription, etc.) please contact Peeters Publishers, [peeters@peeters-leuven.be](mailto:peeters@peeters-leuven.be)