

## 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*

References in the text must include the author’s last name and year of publication.

If the name is in the text: Itkonen (1948)

If the name is not in the text: (Itkonen 1948)

Provide page references as follows: (Itkonen 1948:318) or (Itkonen 1948:311–318) or (Itkonen 1948:311, 318)

Figure references: (Nyland 2003:46, Fig. 4)

Further guidelines for references are as follows:

- Several works from several authors at the same time. List authors in chronological order: (Wileman 2005, Rogersdotter 2008)
- Two authors with the same year of publication. List authors in alphabetical order: (Baxter 2005, Wileman 2005)
- Several works by the same author: (Wileman 2003, 2005)
- Several works by the same author with the same year of publication. Add letters (a, b, c) to the year: (Itkonen 1948a)
- Works by two authors: (LeVine & New 2008)
- Works by more than two authors: (Jones O’Day *et al.* 2004)
- Works in progress: (Gjerland & Keller, in prep.)
- Works transmitted orally: (Olsen, pers. comm.)
- (St. meld. 2009, NfR 2007, NOU 2002, MD 2009, RA 2010)

Other reference formats:

- (e.g. Bruck 1999, Insoll 2004, Bradley 2005)
- (cf. Bruck)
- (cf. Chap. 4)
- (cf. 7.3)

Authors are requested not to use *ibid.* or *op.cit.*

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**

Diamond, J. 2005. *Collapse. How societies choose to fail or survive*. Allan Lane, London.

Eriksen, T.H. 1993. *Små steder, store spørsmål. Innføring i sosialantropologi*. Universitetsforlaget AS, Oslo.

### **In book with editor(s)**

Imsen, S. & Sandnes, J. 1977. Avfolkning og union. Vol. 4. In Mykland, K. (ed.). *Norges historie*. J.W. Cappelens forlag A/S, Oslo.

### **Articles in edited books:**

Ingram, M.J., Farmer, G. & Wigley, T.M.L. 1981. Past climates and their impact on Man. In Wigley, T.M.L., Ingram, M.J. & Farmer, G. (eds.). *Climate and history: Studies in Past Climates and Their Impact on Man*, pp. 1–50. Cambridge University Press, Cambridge.

### **Reports**

Armstrong, N.J.O. & Kjeldsen, G. 2008. *Jernalderbebyggelse på Tastarustå. Øvre Tasta, gnr. 28, bnr. 54, 63, 11 og 26, Stavanger kommune*. Oppdragsrapport B, 13A. Arkeologisk museum i Stavanger, Stavanger. (Excavation report B, 13A. Museum of Archaeology in Stavanger).

Austbø, A.T. 2000. *L97 og museene. Museet- et utvidet klasserom*. Norsk museumsutvikling 3, Oslo.

### **Antologies and article collections**

Børshheim, R.L. & Soltvedt, E.C. 2002. *Gausel-utgravningene 1997–2000*. AmS-Varia 39. Stavanger.

Pedersen, E.S. 1982. *Tre bygdesamfunn rundt heia. Befolkningsmessige, økonomiske og sosiale forhold i Valle, Suldal og Hjelmeland 1800–1900*. AmS-Skrifter 8, Stavanger.

Arneborg, J. 2003. Norse Greenland: Reflections on Settlement and Depopulation. In Barret, J.H. (ed.). *Contact, Continuity, and Collapse: The Norse Colonisation of the North Atlantic*, pp. 163–181. Studies in the Early Middle Ages 5, Turnhout.

Elvestad, E., Nitter, M. & Selsing, L. 2009. Tverrfaglig innfallsvinkel til verneprogner og vernestrategi for maritime kulturminner knyttet til anløpsplasser og leder fra jernalder og middelalder. In Nitter, M. & Pedersen, E.S. (eds.). *Tverrfaglige perspektiver*, pp. 131–186. AmS-Varia 49, Stavanger.

### Journal articles

Barlow, L.K., Sadler, J.P., Ogilvie, A.E.J., Buckland, P.C., Amorosi, T., Ingimundarson, J.H., Skidmore, P., Dugmore, A.J. & McGovern, T.H. 1997. Interdisciplinary investigations of the end of the Norse Western Settlement in Greenland. *The Holocene* 7, 489–499.

Nitter, M. 2003. Klima og hverdag. Hva er lokalklima og hvordan virker det inn på vårt daglige liv. *Frå haug ok heidni* 1–2, 27–34.

Caseldine, C., Fyfe, R. & Hjelle, K. 2007. Pollen modelling, palaeoecology and archaeology: virtualisation and/or visualisation of the past? *Vegetation History and Archaeobotany*. DOI 10.1007/s00334-007-0093-y.

Dugmore, A.J., Keller, C. & McGovern, T.H. 2007b. Norse Greenland Settlement: Reflections on Climate Change, Trade, and the Contrasting Fates of Human Settlements in the North Atlantic Islands. *Arctic Anthropology* 44, 1, 12–36.

### Unpublished theses

Bukkemoen, G.B. 2006. Alt har sin plass. Stedsidentitet og sosial diskurs på Jæren i eldre jernalder. Unpublished Master's thesis in archaeology, University of Oslo.

### Official governmental reports, draft bills, bills and acts

Draft Detention of Terrorist Suspects 2011. (Temporary Extension) bills. Presented to Parliament by The Secretary of State for the Home Department by Command of Her Majesty February 2011. Crown copyright 2011. This publication is also available on <http://www.official-documents.gov.uk> (accessed 14.05.2011).

Draft Defamation Bill. Presented to Parliament by the Lord Chancellor and Secretary of State for Justice by Command of Her Majesty March 2011. Crown copyright 2011. This publication is available for download at [www.official-documents.gov.uk](http://www.official-documents.gov.uk) at [www.justice.gov.uk](http://www.justice.gov.uk) (accessed 14.05.2011).

St.meld. 2009. *Framtidas museum. Forvaltning, forskning, formidling, fornying*. St.meld. nr 49, 2008-2009. Kulturdepartementet, Oslo.

### Internet sources

Dahl, B.I. 2009. *The mythical landscapes – The ritual landscapes. An example from Rossland in Sokndal, Southwest Norway*. <http://jenny-rita.org/barbrodahl.html> (accessed august 2006)

eKlima 2009. *Gratis tilgang til Meteorologisk institutts vær- og klimadata fra historiske data til sanntidsobservasjoner*. met.no, Oslo.  
[http://sharki.oslo.dnmi.no/portal/page?\\_pageid=73,39035,73\\_39049&\\_dad=portal&\\_schema=PORTAL](http://sharki.oslo.dnmi.no/portal/page?_pageid=73,39035,73_39049&_dad=portal&_schema=PORTAL) (accessed 12.12.2010)

### Newspapers /feature articles

Chancellor, A. 2011. The cost of Kate Middleton's confirmation. The belated ceremony proves that the Church of England welcomes all, even if the royal family does not. In The Guardian April 15<sup>th</sup>.  
<http://www.guardian.co.uk/commentisfree/belief/2011/apr/15/kate-middleton-confirmation>  
(accessed 15.04.2011).

Vassnes, B. 2005. *Hvorfor samfunn kollapse*. In Klassekampen February 16<sup>th</sup>

Nicolaisen, F. 2008: *Realfag – hva nå?* In Universitas May 28<sup>th</sup>  
<http://universitas.no/kronikk/51851/real-fag-hva-na/> (accessed 28.05.2008)