

Anthropology & Archaeology [Home](#) > [Social Sciences](#) > [Anthropology & Archaeology](#)[SUBDISCIPLINES](#) [JOURNALS](#) [BOOKS](#) [SERIES](#) [TEXTBOOKS](#) [REFERENCE WORKS](#)

## African Archaeological Review

Editor: Akin **Ogundiran**

ISSN: 0263-0338 (print version)

ISSN: 1572-9842 (electronic version)

Journal no. 10437

[RECOMMEND TO LIBRARIAN](#)[ABOUT THIS JOURNAL](#) [EDITORIAL BOARD](#) [SOCIETY OF AFRICANIST ARCHAEOLOGY](#)  
[NEW EDITOR-IN-CHIEF](#) [INSTRUCTIONS FOR AUTHORS](#)

## Instructions for Authors

### EDITORIAL PROCEDURE

This journal follows a single-blind reviewing procedure.

It is strongly recommended that prospective authors contact the Editor before beginning to write, to ensure there is no significant overlap with other manuscripts in progress.

If your questions about manuscript preparation or submission are not answered here, you are welcome to contact the Editor: [lavoilette@virginia.edu](mailto:lavoilette@virginia.edu), or Book Review Editor and Managing Editor, [mcpawlowicz@vcu.edu](mailto:mcpawlowicz@vcu.edu).

Authors should affirm in an Acknowledgements section that permission was granted to them by the country and/or the agency that holds the rights to this location(s)

### TYPES OF PAPERS

Original Article, Review Article, Book review

### ADDITIONAL INFORMATION

French Abstract is Mandatory for regular papers

All Latin words and terms should be in italics

### MANUSCRIPT SUBMISSION

#### Manuscript Submission

Submission of a manuscript implies: that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the responsible authorities – tacitly or explicitly

– at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

### Permissions

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) for both the print and online format and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

### Online Submission

Please follow the hyperlink “Submit online” on the right and upload all of your manuscript files following the instructions given on the screen.

### TITLE PAGE

Title page

The title page should include:

- ⌘ The name(s) of the author(s)-no degrees
- ⌘ A concise and informative title
- ⌘ The affiliation(s) and address(es) of the author(s)
- ⌘ The e-mail address, telephone and fax numbers of the corresponding author
- ⌘ Suggested running head (80 characters or less)
- ⌘ Archaeological time period
- ⌘ Country and region discussed

### Abstract

Please provide an abstract of 150 to 250 words. The abstract should not contain any undefined abbreviations or unspecified references.

### Keywords

Please provide 4 to 6 keywords which can be used for indexing purposes.

### CAPITALIZATION

For capitalization of non-archaeological terms please consult a standard reference guide.

- ⌘ Capitalize the names of specific archaeological and geographical areas. Examples: West Africa, Sahel, Horn of Africa.
- ⌘ Directional, topographical, and general geographic terms are in lowercase unless they are derived from proper names of political, ethnic, or taxonomic entities. Examples: southwestern, north coast of Kenya, central Nigeria.
- ⌘ Names of mountains, rivers, oceans, and so forth are capitalized, along with the generic terms—such as 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, it is lowercased. Examples: Atlantic Ocean, the Congo River, the Zambezi drainage system, the Volta and Niger rivers, but Lakes Tanganyika and Malawi.
- ⌘ Capitalize taxonomic names of generic and higher rank. Example: order Artiodactyla, family Bovidae, genus *Bos*, species *taurus*. Generic, specific, and varietal names are italicized: e.g., *Homo sapiens sapiens*.
- ⌘ Capitalize 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 lowercase. Examples: Upper Paleolithic period, late Holocene, Classic period, Tana phase, Chifumbaze complex.
- ⌘ Capitalize the names of archaeological classes, but place generic terms in lowercase. Examples: Wilton point, Mande iron tools

- ✺ The names of institutions are generally capitalized, but individual titles are not unless they immediately precede the name. Examples: governor, district commissioner, secretary of state, etc.; but: Parliament, the Foreign Office, the Department of Labor.

In book and journal titles, the first word after a colon (first word of the subtitle) should be capitalized.

## TEXT

### Text Formatting

Manuscripts should be submitted in Word.

- ✺ Use a normal, plain font (e.g., 10-point Times Roman) for text.
- ✺ Use italics for emphasis.
- ✺ Use the automatic page numbering function to number the pages.
- ✺ Do not use field functions.
- ✺ Use tab stops or other commands for indents, not the space bar.
- ✺ Use the table function, not spreadsheets, to make tables.
- ✺ Use the equation editor or MathType for equations.
- ✺ Save your file in docx format (Word 2007 or higher) or doc format (older Word versions).

### Headings

Please use no more than three levels of displayed headings.

### Abbreviations

Abbreviations should be defined at first mention and used consistently thereafter.

### Footnotes

Neither footnotes nor endnotes should be used.

### Acknowledgments

Acknowledgments of people, grants, funds, etc. should be placed in a separate section before the reference list. The names of funding organizations should be written in full.

## AUTHOR TOOLS TO PREPARE YOUR ARTICLE

For your convenience, Springer has developed macros and templates to help you prepare your article. For information about the preferred format for this journal please refer to the Instructions for Authors.

### Word template

The document template provides predefined style formats for all the types of content that are part of an article. It can be used with Word 2000 and higher.

Word template (zip, 154 kB)

### LaTeX macro package

The LaTeX2e macro package supports various journal layouts. For information about which layout option to use, please refer to the section "Text" on the right.

LaTeX macro package (zip, 182 kB)

## REFERENCES

### Citation

Cite references in the text by name and year in parentheses. Some examples:

Negotiation research spans many disciplines (Thompson 1990).

This result was later contradicted by Becker and Seligman (1996).

This effect has been widely studied (Abbott 1991; Barakat et al. 1995; Kelso and Smith 1998; Medvec et al. 1993).

### Reference list

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text. Do not use

footnotes or endnotes as a substitute for a reference list.

Reference list entries should be alphabetized by the last names of the first author of each work.

#### ⌘ Journal article

⌘ Harris, M., Karper, E., Stacks, G., Hoffman, D., DeNiro, R., Cruz, P., et al. (2001). Writing labs and the Hollywood connection. *Journal of Film Writing*, 44(3), 213–245.

#### ⌘ Article by DOI

Slifka, M. K., Whitton, J. L. (2000) Clinical implications of dysregulated cytokine production. *Journal of Molecular Medicine*, doi:10.1007/s001090000086

#### ⌘ Book

Calfee, R. C., & Valencia, R. R. (1991). *APA guide to preparing manuscripts for journal publication*. Washington, DC: American Psychological Association.

#### ⌘ Book chapter

O'Neil, J. M., & Egan, J. (1992). Men's and women's gender role journeys: Metaphor for healing, transition, and transformation. In B. R. Wainrib (Ed.), *Gender issues across the life cycle* (pp. 107–123). New York: Springer.

#### ⌘ Online document

Abou-Allaban, Y., Dell, M. L., Greenberg, W., Lomax, J., Peteet, J., Torres, M., Cowell, V. (2006). Religious/spiritual commitments and psychiatric practice. Resource document. American Psychiatric Association.  
[http://www.psych.org/edu/other\\_res/lib\\_archives/archives/200604.pdf](http://www.psych.org/edu/other_res/lib_archives/archives/200604.pdf).  
 Accessed 25 June 2007.

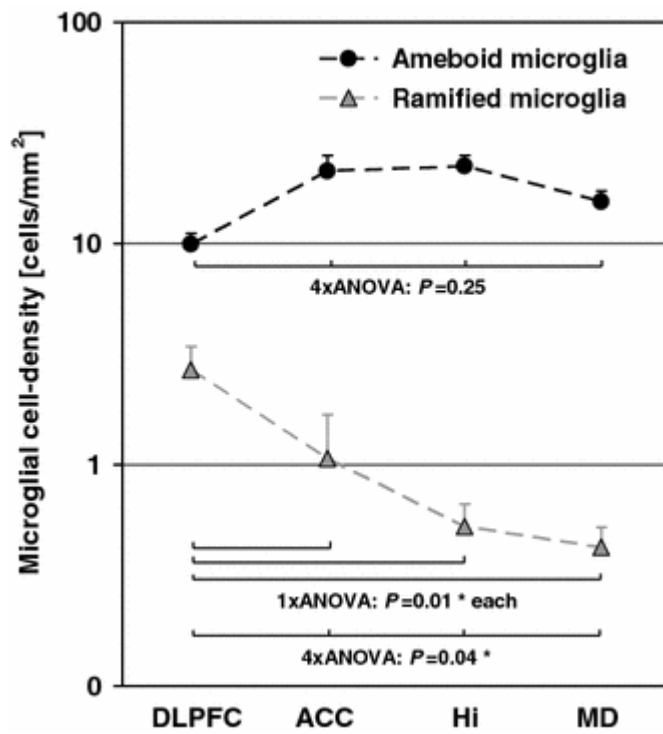
endnotes (zip, 2 kB)

## ARTWORK AND ILLUSTRATIONS GUIDELINES

### Electronic Figure Submission

- ⌘ Supply all figures electronically.
- ⌘ Indicate what graphics program was used to create the artwork.
- ⌘ For vector graphics, the preferred format is EPS; for halftones, please use TIFF format. MSOffice files are also acceptable.
- ⌘ Vector graphics containing fonts must have the fonts embedded in the files.
- ⌘ Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.

### Line Art



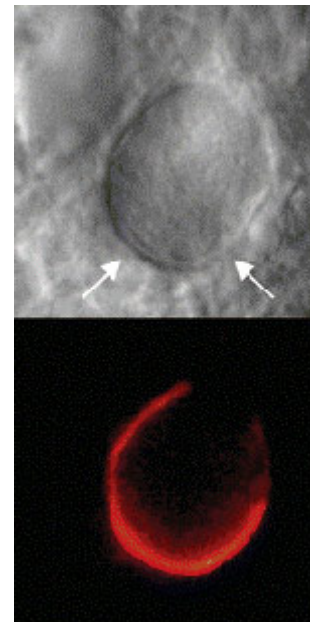
- ⌘ Definition: Black and white graphic with no shading.
- ⌘ Do not use faint lines and/or lettering and check that all lines and lettering within the figures are legible at final size.
- ⌘ All lines should be at least 0.1 mm (0.3 pt) wide.
- ⌘ Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.
- ⌘ Vector graphics containing fonts must have the fonts embedded in the files.

#### Halftone Art

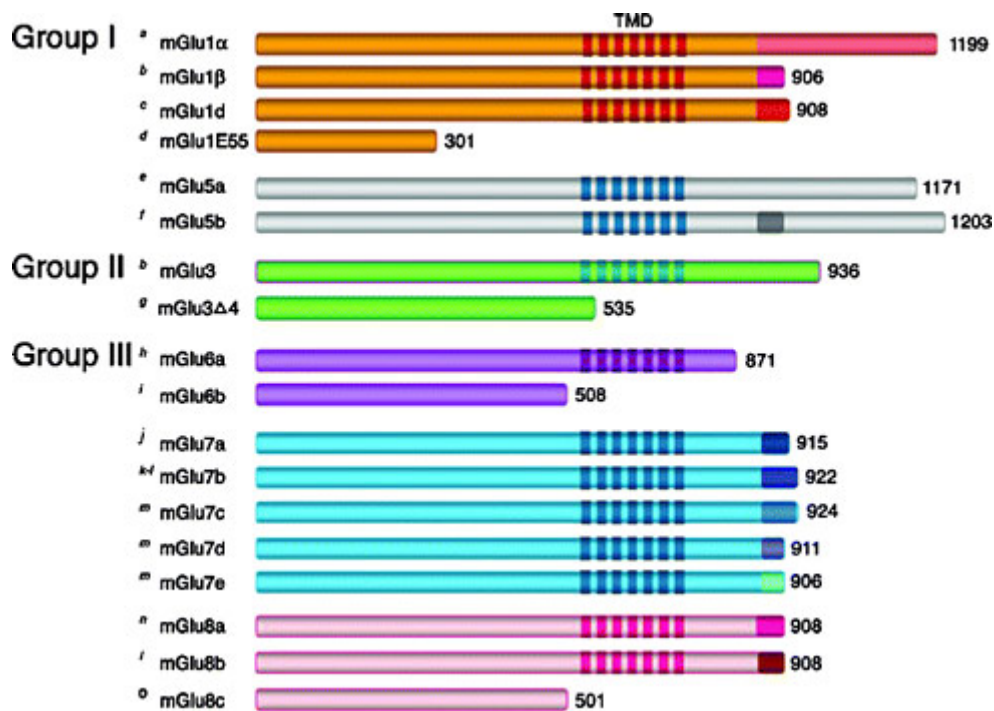
Definition: Photographs, drawings, or paintings with fine shading, etc.

If any magnification is used in the photographs, indicate this by using scale bars within the figures themselves.

Halftones should have a minimum resolution of 300 dpi.



#### Combination Art



Definition: a combination of halftone and line art, e.g., halftones containing line drawing, extensive lettering, color diagrams, etc.

Combination artwork should have a minimum resolution of 600 dpi.

### Color Art

Color art is free of charge for online publication.

If black and white will be shown in the print version, make sure that the main information will still be visible. Many colors are not distinguishable from one another when converted to black and white. A simple way to check this is to make a xerographic copy to see if the necessary distinctions between the different colors are still apparent.

If the figures will be printed in black and white, do not refer to color in the captions.

Color illustrations should be submitted as RGB (8 bits per channel).

### Figure Lettering

- ⌘ To add lettering, it is best to use Helvetica or Arial (sans serif fonts).
- ⌘ Keep lettering consistently sized throughout your final-sized artwork, usually about 2–3 mm (8–12 pt).
- ⌘ Variance of type size within an illustration should be minimal, e.g., do not use 8-pt type on an axis and 20-pt type for the axis label.
- ⌘ Avoid effects such as shading, outline letters, etc.
- ⌘ Do not include titles or captions within your illustrations.

### Figure Numbering

All figures are to be numbered using Arabic numerals.

Figures should always be cited in text in consecutive numerical order.

Figure parts should be denoted by lowercase letters (a, b, c, etc.).

If an appendix appears in your article and it contains one or more figures, continue the consecutive numbering of the main text. Do not number the appendix figures,

"A1, A2, A3, etc." Figures in online appendices (Electronic Supplementary Material) should, however, be numbered separately.

### Figure Captions

- ⌘ Each figure should have a concise caption describing accurately what the figure depicts. Include the captions in the text file of the manuscript, not in the figure file.
- ⌘ Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.
- ⌘ No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
- ⌘ Identify all elements found in the figure in the figure caption; and use boxes, circles, etc., as coordinate points in graphs.
- ⌘ Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption.

### Figure Placement and Size

Figures should be submitted separately from the text, if possible.

When preparing your figures, size figures to fit in the column width.

For large-sized journals the figures should be 84 mm (for double-column text areas), or 174 mm (for single-column text areas) wide and not higher than 234 mm.

For small-sized journals, the figures should be 119 mm wide and not higher than 195 mm.

### Permissions

If you include figures that have already been published elsewhere, you must obtain permission from the copyright owner(s) for both the print and online format. Please be aware that some publishers do not grant electronic rights for free and that Springer will not be able to refund any costs that may have occurred to receive these permissions. In such cases, material from other sources should be used.

### Accessibility

In order to give people of all abilities and disabilities access to the content of your figures, please make sure that

All figures have descriptive captions (blind users could then use a text-to-speech software or a text-to-Braille hardware)

Patterns are used instead of or in addition to colors for conveying information (colorblind users would then be able to distinguish the visual elements)

Any figure lettering has a contrast ratio of at least 4.5:1

### PHOTO ATTRIBUTION

• Photo Attribution: Please include the name of the photographer in the caption for each image. If the photographer is the author of the paper, please state: Photo: by author

### ELECTRONIC SUPPLEMENTARY MATERIAL

Springer accepts electronic multimedia files (animations, movies, audio, etc.) and other supplementary files to be published online along with an article or a book chapter. This feature can add dimension to the author's article, as certain information cannot be printed or is more convenient in electronic form.

Before submitting research datasets as electronic supplementary material, authors should read the journal's Research data policy. We encourage research data to be archived in data repositories wherever possible.

### Submission

Supply all supplementary material in standard file formats.

Please include in each file the following information: article title, journal name, author names; affiliation and e-mail address of the corresponding author.  
To accommodate user downloads, please keep in mind that larger-sized files may require very long download times and that some users may experience other problems during downloading.

### Audio, Video, and Animations

Aspect ratio: 16:9 or 4:3  
Maximum file size: 25 GB  
Minimum video duration: 1 sec  
Supported file formats: avi, wmv, mp4, mov, m2p, mp2, mpg, mpeg, flv, mxf, mts, m4v, 3gp

### Text and Presentations

Submit your material in PDF format; .doc or .ppt files are not suitable for long-term viability.  
A collection of figures may also be combined in a PDF file.

### Spreadsheets

Spreadsheets should be submitted as .csv or .xlsx files (MS Excel).

### Specialized Formats

Specialized format such as .pdb (chemical), .wrl (VRML), .nb (Mathematica notebook), and .tex can also be supplied.

### Collecting Multiple Files

It is possible to collect multiple files in a .zip or .gz file.

### Numbering

If supplying any supplementary material, the text must make specific mention of the material as a citation, similar to that of figures and tables.  
Refer to the supplementary files as “Online Resource”, e.g., “... as shown in the animation (Online Resource 3)”, “... additional data are given in Online Resource 4”.  
Name the files consecutively, e.g. “ESM\_3.mpg”, “ESM\_4.pdf”.

### Captions

For each supplementary material, please supply a concise caption describing the content of the file.

### Processing of supplementary files

Electronic supplementary material will be published as received from the author without any conversion, editing, or reformatting.

### Accessibility

In order to give people of all abilities and disabilities access to the content of your supplementary files, please make sure that

The manuscript contains a descriptive caption for each supplementary material  
Video files do not contain anything that flashes more than three times per second (so that users prone to seizures caused by such effects are not put at risk)

### ENGLISH LANGUAGE EDITING

For editors and reviewers to accurately assess the work presented in your manuscript you need to ensure the English language is of sufficient quality to be understood. If you need help with writing in English you should consider:

Asking a colleague who is a native English speaker to review your manuscript for clarity.

Visiting the English language tutorial which covers the common mistakes when writing in English.

Using a professional language editing service where editors will improve the English to ensure that your meaning is clear and identify problems that require your review. Two such services are provided by our affiliates Nature Research Editing Service and American Journal Experts. Springer authors are entitled to a 10% discount on their first submission to either of these services, simply follow the links below.

English language tutorial

Nature Research Editing Service

American Journal Experts

Please note that the use of a language editing service is not a requirement for publication in this journal and does not imply or guarantee that the article will be selected for peer review or accepted.

If your manuscript is accepted it will be checked by our copyeditors for spelling and formal style before publication.

为便于编辑和评审专家准确评估您稿件中陈述的研究工作，您需要确保您的英语语言质量足以令人理解。如果您需要英文写作方面的帮助，您可以考虑：

- 请一位以英语为母语的同事审核您的稿件是否表意清晰。
- 查看一些有关英语写作中常见语言错误的教程。
- 使用专业语言编辑服务，编辑人员会对英语进行润色，以确保您的意思表达清晰，并识别需要您复核的问题。我们的附属机构 Nature Research Editing Service 和合作伙伴 American Journal Experts 即可提供此类服务。

教程

Nature Research Editing Service

American Journal Experts

请注意，使用语言编辑服务并非在期刊上发表文章的必要条件，同时也并不意味或保证文章将被选中进行同行评议或被接受。

如果您的稿件被接受，在发表之前，我们的文字编辑会检查您的文稿拼写是否规范以及文体是否正式。

エディターと査読者があなたの論文を正しく評価するには、使用されている英語の質が十分に高いことが必要とされます。英語での論文執筆に際してサポートが必要な場合には、次のオプションがあります：

- ・ 英語を母国語とする同僚に、原稿で使用されている英語が明確であるかをチェックしてもらう。
- ・ 英語で執筆する際によくある間違いに関する英語のチュートリアルを参照する。
- ・ プロの英文校正サービスを利用する。校正者が原稿の意味を明確にしたり、問題点を指摘し、英語の質を向上させます。Nature Research Editing Service と American Journal Experts

の2つは弊社と提携しているサービスです。Springerの著者は、いずれのサービスも初めて利用する際には10%の割引を受けることができます。以下のリンクを参照ください。

英語のチュートリアル

Nature Research Editing Service

American Journal Experts

英文校正サービスの利用は、投稿先のジャーナルに掲載されるための条件ではないこと、また論文審査や受理を保証するものではないことに留意してください。

原稿が受理されると、出版前に弊社のコピーエディターがスペルと体裁のチェックを行います。

영어 원고의 경우, 에디터 및 리뷰어들이 귀하의 원고에 실린 결과물을 정확하게 평가할 수 있도록, 그들이 충분히 이해할 수 있을 만한 수준으로 작성되어야 합니다. 만약 영작문과 관련하여 도움을 받기를 원하신다면 다음의 사항들을 고려하여 주십시오:

- 귀하의 원고의 표현을 명확히 해줄 영어 원어민 동료들 찾아서 리뷰를 의뢰합니다.
- 영어 튜토리얼 페이지에 방문하여 영어로 글을 쓸 때 자주하는 실수들을 확인합니다.
- 리뷰에 대비하여, 원고의 의미를 명확하게 해주고 리뷰에서 요구하는 문제점들을 식별해서 영문 수준을 향상시켜주는 전문 영문 교정 서비스를 이용합니다. Nature Research Editing Service와 American Journal Experts에서 저희와 협약을 통해 서비스를 제공하고 있습니다. Springer 저자들이 본 교정 서비스를 첫 논문 투고를 위해 사용하시는 경우 10%의 할인이 적용되며, 아래의 링크를 통하여 확인이 가능합니다.

영어 튜토리얼 페이지

Nature Research Editing Service

American Journal Experts

영문 교정 서비스는 게재를 위한 요구사항은 아니며, 해당 서비스의 이용이 피어 리뷰에 논문이 선택되거나 게재가 수락되는 것을 의미하거나 보장하지 않습니다.

원고가 수락될 경우, 출판 전 저희측 편집자에 의해 원고의 철자 및 문체를 검수하는 과정을 거치게 됩니다.

## ETHICAL RESPONSIBILITIES OF AUTHORS

This journal is committed to upholding the integrity of the scientific record. As a member of the Committee on Publication Ethics (COPE) the journal will follow the COPE guidelines on how to deal with potential acts of misconduct.

Authors should refrain from misrepresenting research results which could damage the trust in the journal, the professionalism of scientific authorship, and ultimately the entire scientific endeavour. Maintaining integrity of the research and its presentation is helped by following the rules of good scientific practice, which include\*:

- ※ The manuscript should not be submitted to more than one journal for simultaneous consideration.
- ※ The submitted work should be original and should not have been published elsewhere in any form or language (partially or in full), unless the new work concerns an expansion of previous work. (Please provide transparency on the re-use of material to avoid the concerns about text-recycling ('self-plagiarism').)
- ※ A single study should not be split up into several parts to increase the quantity of submissions and submitted to various journals or to one journal over time (i.e. 'salami-slicing/publishing').
- ※ Concurrent or secondary publication is sometimes justifiable, provided certain conditions are met. Examples include: translations or a manuscript that is intended for a different group of readers.

- ⌘ Results should be presented clearly, honestly, and without fabrication, falsification or inappropriate data manipulation (including image based manipulation). Authors should adhere to discipline-specific rules for acquiring, selecting and processing data.
- ⌘ No data, text, or theories by others are presented as if they were the author's own ('plagiarism'). Proper acknowledgements to other works must be given (this includes material that is closely copied (near verbatim), summarized and/or paraphrased), quotation marks (to indicate words taken from another source) are used for verbatim copying of material, and permissions secured for material that is copyrighted.
- ⌘ **Important note: the journal may use software to screen for plagiarism.**
- ⌘ Authors should make sure they have permissions for the use of software, questionnaires/(web) surveys and scales in their studies (if appropriate).
- ⌘ Authors should avoid untrue statements about an entity (who can be an individual person or a company) or descriptions of their behavior or actions that could potentially be seen as personal attacks or allegations about that person.
- ⌘ Research that may be misapplied to pose a threat to public health or national security should be clearly identified in the manuscript (e.g. dual use of research). Examples include creation of harmful consequences of biological agents or toxins, disruption of immunity of vaccines, unusual hazards in the use of chemicals, weaponization of research/technology (amongst others).
- ⌘ Authors are strongly advised to ensure the author group, the Corresponding Author, and the order of authors are all correct at submission. Adding and/or deleting authors during the revision stages is generally not permitted, but in some cases may be warranted. Reasons for changes in authorship should be explained in detail. Please note that changes to authorship cannot be made after acceptance of a manuscript.

Upon request authors should be prepared to send relevant documentation or data in order to verify the validity of the results presented. This could be in the form of raw data, samples, records, etc. Sensitive information in the form of confidential or proprietary data is excluded.

\*All of the above are guidelines and authors need to make sure to respect third parties rights such as copyright and/or moral rights.

If there is suspicion of misbehavior or alleged fraud the Journal and/or Publisher will carry out an investigation following COPE guidelines. If, after investigation, there are valid concerns, the author(s) concerned will be contacted under their given e-mail address and given an opportunity to address the issue. Depending on the situation, this may result in the Journal's and/or Publisher's implementation of the following measures, including, but not limited to:

If the manuscript is still under consideration, it may be rejected and returned to the author.

If the article has already been published online, depending on the nature and severity of the infraction:

- an erratum/correction may be placed with the article
- an expression of concern may be placed with the article
- or in severe cases retraction of the article may occur. The reason will be given in the published erratum, expression of concern or retraction note. Please note that retraction means that the article is **maintained on the platform**, watermarked "retracted" and the explanation for the retraction is provided in a note linked to the watermarked article.

The author's institution may be informed

A notice of suspected transgression of ethical standards in the peer review system may be included as part of the author's and article's bibliographic record.

### Fundamental errors

Authors have an obligation to correct mistakes once they discover a significant error or inaccuracy in their published article. The author(s) is/are requested to contact the journal and explain in what sense the error is impacting the article. A decision on how to correct the literature will depend on the nature of the error. This may be a correction or retraction. The retraction note should provide transparency which parts of the article are impacted by the error.

### Suggesting / excluding reviewers

Authors are welcome to suggest suitable reviewers and/or request the exclusion of certain individuals when they submit their manuscripts. When suggesting reviewers, authors should make sure they are totally independent and not connected to the work in any way. It is strongly recommended to suggest a mix of reviewers from different countries and different institutions. When suggesting reviewers, the Corresponding Author must provide an institutional email address for each suggested reviewer, or, if this is not possible to include other means of verifying the identity such as a link to a personal homepage, a link to the publication record or a researcher or author ID in the submission letter. Please note that the Journal may not use the suggestions, but suggestions are appreciated and may help facilitate the peer review process.

### COMPLIANCE WITH ETHICAL STANDARDS

To ensure objectivity and transparency in research and to ensure that accepted principles of ethical and professional conduct have been followed, authors should include information regarding sources of funding, potential conflicts of interest (financial or non-financial), informed consent if the research involved human participants, and a statement on welfare of animals if the research involved animals.

Authors should include the following statements (if applicable) in a separate section entitled “Compliance with Ethical Standards” when submitting a paper:

- Disclosure of potential conflicts of interest
- Research involving Human Participants and/or Animals
- Informed consent

Please note that standards could vary slightly per journal dependent on their peer review policies (i.e. single or double blind peer review) as well as per journal subject discipline. Before submitting your article check the instructions following this section carefully.

The corresponding author should be prepared to collect documentation of compliance with ethical standards and send if requested during peer review or after publication.

The Editors reserve the right to reject manuscripts that do not comply with the above-mentioned guidelines. The author will be held responsible for false statements or failure to fulfill the above-mentioned guidelines.

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Authors must disclose all relationships or interests that could have direct or potential influence or impart bias on the work. Although an author may not feel there is any conflict, disclosure of relationships and interests provides a more complete and transparent process, leading to an accurate and objective assessment of the work. Awareness of a real or perceived conflicts of interest is a perspective to which the readers are entitled. This is not meant to imply that a financial relationship with an organization that sponsored the research or compensation received for consultancy work is inappropriate. Examples of potential conflicts of interests **that are directly or indirectly related to the research** may include but are not limited to the following:

- ⌘ Research grants from funding agencies (please give the research funder and the grant number)
- ⌘ Honoraria for speaking at symposia
- ⌘ Financial support for attending symposia

- ⌘ Financial support for educational programs
- ⌘ Employment or consultation
- ⌘ Support from a project sponsor
- ⌘ Position on advisory board or board of directors or other type of management relationships
- ⌘ Multiple affiliations
- ⌘ Financial relationships, for example equity ownership or investment interest
- ⌘ Intellectual property rights (e.g. patents, copyrights and royalties from such rights)
- ⌘ Holdings of spouse and/or children that may have financial interest in the work

In addition, interests that go beyond financial interests and compensation (non-financial interests) that may be important to readers should be disclosed. These may include but are not limited to personal relationships or competing interests directly or indirectly tied to this research, or professional interests or personal beliefs that may influence your research.

The corresponding author collects the conflict of interest disclosure forms from all authors. In author collaborations where formal agreements for representation allow it, it is sufficient for the corresponding author to sign the disclosure form on behalf of all authors. Examples of forms can be found

here:

The corresponding author will include a summary statement in the text of the manuscript in a separate section before the reference list, that reflects what is recorded in the potential conflict of interest disclosure form(s).

See below examples of disclosures:

**Funding:** This study was funded by X (grant number X).

**Conflict of Interest:** Author A has received research grants from Company A. Author B has received a speaker honorarium from Company X and owns stock in Company Y. Author C is a member of committee Z.

If no conflict exists, the authors should state:

Conflict of Interest: The authors declare that they have no conflict of interest.

## RESEARCH DATA POLICY

The journal encourages authors, where possible and applicable, to deposit data that support the findings of their research in a public repository. Authors and editors who do not have a preferred repository should consult Springer Nature's list of repositories and research data policy.

List of Repositories

Research Data Policy

General repositories - for all types of research data - such as figshare and Dryad may also be used.

Datasets that are assigned digital object identifiers (DOIs) by a data repository may be cited in the reference list. Data citations should include the minimum information recommended by DataCite: authors, title, publisher (repository name), identifier.

DataCite

Springer Nature provides a research data policy support service for authors and editors, which can be contacted at [researchdata@springernature.com](mailto:researchdata@springernature.com).

This service provides advice on research data policy compliance and on finding research data repositories. It is independent of journal, book and conference proceedings editorial offices

and does not advise on specific manuscripts.

Helpdesk

## AFTER ACCEPTANCE

Upon acceptance of your article you will receive a link to the special Author Query Application at Springer's web page where you can sign the Copyright Transfer Statement online and indicate whether you wish to order OpenChoice and offprints. Once the Author Query Application has been completed, your article will be processed and you will receive the proofs.

### Copyright transfer

Authors will be asked to transfer copyright of the article to the Publisher (or grant the Publisher exclusive publication and dissemination rights). This will ensure the widest possible protection and dissemination of information under copyright laws.

### Offprints

Offprints can be ordered by the corresponding author.

### Color illustrations

Color figures will always be published in color in the online version. In print, however, they will appear in black and white.

### Proof reading

The purpose of the proof is to check for typesetting or conversion errors and the completeness and accuracy of the text, tables and figures. Substantial changes in content, e.g., new results, corrected values, title and authorship, are not allowed without the approval of the Editor.

After online publication, further changes can only be made in the form of an Erratum, which will be hyperlinked to the article.

### Online First

The article will be published online after receipt of the corrected proofs. This is the official first publication citable with the DOI. After release of the printed version, the paper can also be cited by issue and page numbers.

## OPEN CHOICE

Open Choice allows you to publish open access in more than 1850 Springer Nature journals, making your research more visible and accessible immediately on publication.

Article processing charges (APCs) vary by journal – [view the full list](#)

Benefits:

Increased researcher engagement: Open Choice enables access by anyone with an internet connection, immediately on publication.

Higher visibility and impact: In Springer hybrid journals, OA articles are accessed 4 times more often on average, and cited 1.7 more times on average\*.

Easy compliance with funder and institutional mandates: Many funders require open access publishing, and some take compliance into account when assessing future grant applications.

It is easy to find funding to support open access – please see our funding and support pages for more information.

\*) Within the first three years of publication. Springer Nature hybrid journal OA impact analysis, 2018.

Open Choice

## Funding and Support pages

[Copyright and license term – CC BY](#)

Open Choice articles do not require transfer of copyright as the copyright remains with the author. In opting for open access, the author(s) agree to publish the article under the Creative Commons Attribution License.

[Find more about the license agreement](#)

## READ THIS JOURNAL ON SPRINGERLINK

[Online First Articles](#)

[All Volumes & Issues](#)

[Special Issues in Social Sciences](#)

## FOR AUTHORS AND EDITORS

[Aims and Scope](#)

[Submit Online](#)

[Open Choice - Your Way to Open Access](#)

[Instructions for Authors](#)

[Author Academy: Training for Authors](#)

## SERVICES FOR THE JOURNAL

[Contacts](#)

[Download Product Flyer](#)

[Order Back Issues](#)

[Article Reprints](#)

[Bulk Orders](#)

## ALERTS FOR THIS JOURNAL

Get the table of contents of every new issue published in [African Archaeological Review](#).

LOGIN

Please send me information on new Springer publications in [Archaeology](#).

