

Notes for contributors to *Anatolian Studies*

Anatolian Studies is the annual, peer-reviewed journal of the British Institute at Ankara and is published by Cambridge University Press. An electronic version of the journal is published simultaneously with the print publication.

Submissions to *Anatolian Studies* are accepted on a rolling basis with no annual deadline. Individual articles that are ready for publication before the print journal is compiled may be published in advance on CUP's FirstView digital platform.

Types of articles accepted

Anatolian Studies publishes research articles focused on the region encompassing Türkiye and the Black Sea littoral in the fields of history, archaeology and cultural heritage, as well as related social science and humanities disciplines, including the digital humanities. We call for papers centring around a clearly defined, overarching research question, the answers to which are supported by new material or substantive evidence, towards the goal of producing new insights and knowledge. Details of the BIAA's Strategic Research Initiative can be found here: <https://biaa.ac.uk/strategic-research-initiatives/>

- Thematic articles are welcomed. Such articles would be broader in scope than those usually published but should retain a precise thematic focus.
- Articles arising from conference presentations are welcomed.
- Catalogues, find reports and preliminary site reports without substantial contextualisation and discussion will not normally be accepted for publication (although discussion of issues arising from fieldwork are welcomed).
- Obituaries will not normally be included. However, if the individual has made a substantial contribution to the BIAA and/or to Turkish/Black Sea studies the inclusion of an obituary will be at the discretion of the editors.

Examples of recent articles published (up to 2024)

'TURKMEN-KARAHÖYÜK 1: A new Hieroglyphic Luwian inscription from Great King Hartapu, son of Mursili, conqueror of Phrygia' Petra Goedegebuure, Theo van den Hout, James Osborne, Michele Massa, Christoph Bachhuber and Fatma Şahin

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'Hekate of Lagina: A goddess performing her civic duty' Amanda Herring

'A desolate landscape? Mobility and interaction in the chora of Klazomenai during the Early Iron Age' Elif Koparal and Rik Vaessen

'Anatolian-Persian grave stelae from Bozüyük in Phrygia: A contribution to understanding Persian presence and organisation in the region' Hüseyin Erpehlivan

'Antiquity market trends in Anatolian figurines 1999–2022: Studies in price, prevalence and provenance' Liam Devlin

'An agro-pastoral palimpsest: New insights into the historical rural economy of the Milesian peninsula from aerial and remote-sensing imagery' Toby C. Wilkinson and Anja Slawisch

Submission procedure

Articles must be submitted in English in accordance with the Institute's *Style Guide* (below). Please also consult the *Style Guide* for guidance on standards for publication-quality electronic images. Articles written by authors whose first language is not English must be edited by a native English speaker *prior* to initial submission.

All articles will be published with both English and Turkish abstracts. If authors are unable to compose their own Turkish abstract, the BIAA will supply a translation with the first proof; however, it is the author's responsibility to ensure the translation accurately reflects the article's content and arguments.

For other considerations of content, style and format please refer to past volumes:
<https://www.cambridge.org/core/journals/anatolian-studies>.

* * *

Anatolian Studies is published by Cambridge University Press, and uses its ScholarOne system to accept new submissions. To submit an article, please visit <https://mc.manuscriptcentral.com/ank> and either log in or create a new account. Once logged in, select the 'Author' tab near the top of the screen, then follow the instructions on the 'Start New Submission' page.

The full *Author User Guide* to ScholarOne can be found here:
https://clarivate.com/webofsciencegroup/wp-content/uploads/sites/2/dlm_uploads/2019/10/ScholarOne-Manuscripts-Author-Guide.pdf

The submission should be divided into two documents: the **Title Page** and **Main Document**. There are separate upload fields for each of these on the ScholarOne system. The Title Page must include *all* authors' names, institutional affiliations and email addresses, in addition to the article title.

The Main Document must be anonymised for review prior to uploading, and should conform to the following internal structure:

- Title of article
- Abstract of 100–200 words
- Article text
- Acknowledgements
- Competing interest declaration (see below)
- Appendices
- Bibliography (containing only those works referred to in the text)
- Figures and accompanying captions, including attribution
- Tables and accompanying captions

Notes

- *Anatolian Studies* uses in-text citations (see below). A small number of footnotes used to elaborate points that do not fit into the main discussion are acceptable.
- Figures should be consolidated (i.e. they are not subdivided into 'figures' and 'plates'), and should be presented in a continuous sequence in the order they are referred to/discussed in text.

Upon successful submission, the corresponding author will receive an email via the ScholarOne system acknowledging receipt and outlining the review process, as well as the terms and conditions under which articles are accepted for publication in *Anatolian Studies*. After submission, you can log in at any time to check the status of your submission.

Competing interests

All authors must include a competing interest declaration with their manuscript. This declaration will be subject to editorial review and may be published with the article. Competing interests are situations that could be perceived to exert an undue influence on the content or publication of an author's work. They may include, but are not limited to, financial, professional, contractual or personal relationships or situations. If the manuscript has multiple authors, the author submitting must include competing interest declarations relevant to all contributing authors.

- Example wording for a declaration: 'Competing interests: Author A is employed at company B. Author C owns shares in company D, is on the Board of company E and is a member of organisation F. Author G has received grants from company H.' If no competing interests exist, the declaration should state 'Competing interests: The author(s) declare none.'

Review process

Following submission, the *Anatolian Studies* editorial team assesses the article and decides whether it should be (a) declined immediately, (b) returned to the author for further development or (c) sent for review by two specialist academic referees, who will be invited via CUP's ScholarOne system. *Anatolian Studies* follows a double-blind review process, meaning that both author(s) and reviewers remain anonymous to one another.

Upon receipt of the two referees' reports, the article is reassessed by the editorial team, sometimes in consultation with members of the journal's Editorial Board. At this stage, the article may be (a) accepted, (b) accepted subject to minor revisions, (c) returned for major revisions ahead of resubmission and further review or (d) declined. If revisions are required, the author(s) will be sent a report that details the reviewers' recommendations.

In addition to addressing the issues raised in the initial reviewer report, revised versions of articles must be accompanied by a correspondence outlining how the issues were addressed, as well as explanations for any suggested revisions they feel unable to undertake.

There will be one opportunity only for resubmission in the case of revisions being requested.

Publication process

Once an article has been accepted, the author should submit the final text, tables and print-quality figure files directly to the BIAA via email at publications.editor@biaa.ac.uk (large files may be sent via cloud link or a file-transfer service like WeTransfer).

A first proof will be sent for author review as soon as possible in pdf format, which may include queries from the BIAA Publications Editor. At this stage, authors are expected not to request any substantive changes, save for pointing out errors spotted in the text, tables or figures – which can be identified directly on the pdf – or in response to editor queries. Authors are responsible for the completeness and accuracy of proof corrections. A final proof will then be prepared. Authors will be sent a copy as a pdf file but are expected not to request any changes other than lingering spelling, grammatical or factual errors.

Depending on timing, accepted articles may be published online via CUP's FirstView platform in advance of print publication. Upon publication, authors will receive, free-of-charge, a pdf version of the article and one hard copy of the journal.

Open Access

Anatolian Studies is a hybrid journal, meaning that it publishes on a subscription basis but provides authors with options to make their article open access in two different ways:

(1) Under the Green Open Access policy for Humanities and Social Science (HSS) journals, authors can archive certain versions of their articles in an institutional or non-commercial subject repository, or on their personal or departmental websites. The archived version can be the Accepted Manuscript (after peer review) or an earlier version, but not the final published PDF (the Version of Record). This allows authors to comply with the open access mandates of many funders and institutions.

(2) Under Gold Open Access an author can publish under a Creative Commons licence, enabling anyone to access and redistribute the content and, depending upon the licence, reuse the content in new or derivative works with attribution. The terms of reuse for Gold Open Access content are stated in the copyright line of the article. Gold Open Access is supported by an article processing charge (APC) typically paid by the author's funding body or institution. Cambridge University Press has made a number of Read and Publish agreements to support Open Access. Authors at participating institutions may be eligible for waivers or discounts, depending on the deal.

To find out if your institution is eligible for an Open Access waiver or discount, please visit <https://www.cambridge.org/core/services/open-access-policies/waivers-discounts>.

Copyright

The policy of *Anatolian Studies* is that authors (or in some cases their employers) retain copyright and grant the British Institute at Ankara a licence to publish their work. In the case of Gold Open Access articles this is a non-exclusive licence. Authors must complete and return an author publishing agreement form as soon as their article has been accepted for publication.

For Open Access articles, the form also sets out the Creative Commons licence under which the article is made available to end users: a fundamental principle of Open Access is that content should not simply be accessible but should also be freely reusable. Articles will be published under a Creative Commons Attribution licence (CC-BY) by default. This means that the article is freely available to read, copy and redistribute, and can also be adapted (users can 'remix, transform, and build upon' the work) for any commercial or

non-commercial purpose, as long as proper attribution is given. Authors can, in the publishing agreement form, choose a different kind of Creative Commons licence (including those prohibiting non-commercial and derivative use) if they prefer.

Authors are also asked, should their submission be accepted for publication in *Anatolian Studies*, to confirm that the article is an original work that is in no way an infringement of any existing copyright, and that it contains nothing libellous.

If an article includes textual or illustrative material not in the author's copyright and not covered by fair use/fair dealing, permission must be obtained from the relevant copyright owner for the non-exclusive right to reproduce the material worldwide in all forms and media, including electronic publication. The author is held responsible for paying any fees required as a condition of obtaining such permission. Authors should initially seek the permission of the publisher to reproduce copyrighted material that has been published. For unpublished material, authors should seek permission from the owners, whether individuals or institutions. Please note that permission should also be sought, from the institution in which the original is held, to publish an author's personal photographs of material held in the collections of museums, libraries, etc. The relevant permission correspondence should be forwarded with the images to the Publications Editor at publications.editor@biaa.ac.uk.

Editorial Board of Anatolian Studies, April 2024

Style Guide for all BIAA publications

Articles must be submitted in English in accordance with this *Style Guide*. Articles written by authors whose first language is not English must be edited by a native English speaker *prior to* initial submission.

Structure

- Section titles should be in **bold** and 'sentence case' (i.e. only the first word and proper nouns are capitalised)
- Subsection titles should be in *italics* and sentence case
- Secondary subsection titles should be in *italics* and sentence case, followed by a full-stop and space, then the discussion should continue on the same line

References, figures and tables should be indicated in-text using parenthetical citations – that is, (Rakintzis 2002: 191) or (Fig. 3) or (Tab. 5) – rather than footnotes. Where necessary, square brackets should be used inside round brackets.

Typeface

It is important for consistent rendering across both the submission and publication phases that articles are submitted using a common font that comes pre-installed on most digital platforms, and that supports characters from multiple languages, such as Times New Roman. If it is necessary to include a specialist font for particular characters (e.g. Athena Ruby, produced by Dumbarton Oaks for Byzantine inscriptions), the author should alert the editorial staff to this at the time of submission so arrangements can be made for its installation, if necessary.

Spelling

The BIAA uses *standard British* spelling and punctuation, rather than American or Oxford conventions (except when quoting from other published works).

- Examples of standard British spelling: colour (not color), artefact (not artifact), centre (not center), organise (not organize), analyse (not analyze), defence (not defense)
- Oxford commas should be avoided (e.g. 'Greek, Roman and Byzantine' rather than 'Greek, Roman, and Byzantine') except where there is risk of confusion

Avoid abbreviations, with a few common exceptions such as 'Dr' (doctor), 'ed.' (editor), 'tr.' (translator), 'fig.' (figure), 'e.g.' and 'i.e.', as well as in dates and units of measurement (see below for details).

- Shortened words whose last letter is the same as the original are considered contractions rather than abbreviations, so they do not include a dot – e.g. ‘ed.’ but ‘eds’, and ‘fig.’ but ‘figs’; also ‘ca’ (circa) and ‘vs’ (versus)
- In the main text, the abbreviations ‘e.g.’ and ‘i.e.’ should only be used within parenthetical asides and citations

Numerals, dates and measurements

Numbers one through ten should be spelt out except when preceding a unit (e.g. 2mm), and numbers 11 and up are expressed in numerals (e.g. 11th century AD) except at the beginning of a sentence.

- When numbers both above and below 11 are used together, this convention may be disregarded for consistency within the sentence (e.g. ‘There were 5 left-wing and 15 right-wing MPs’).

The suffixes of ordinal numbers should be formatted normally rather than in superscript (e.g. ‘18th century’, not ‘18th century’).

Runs of numbers use two-digit elision separated by an en-dash (not hyphen) – i.e., 48–66, 102–03, 379–82 – except for dates (e.g. 1923–1980).

AD (no dots) precedes years but follows centuries. BC, bp, BCE and CE follow both years and centuries.

- AD 527–565 or 480–425 BC
- 12th-century AD or ninth-century BC
- ‘first-century AD agora’ or ‘tenth-century BC temple’
- ‘mid-fifth-century BCE Ionian coins’ or ‘early 13th-century CE Mongol invasion’

Metric measurements should be used. Measurements should be expressed as numerals followed by an abbreviated unit label, with no space between (e.g. 10km, 20.5cm, 4l of water).

- Units are abbreviated with no dot; for example, ‘m’ for metre, ‘cm’ for centimetre, ‘km’ for kilometre, ‘ha’ for Hectare, ‘l’ for litre.

Other

Cardinal points are not hyphenated, abbreviated or capitalised (unless part of a proper noun); for example, ‘northeast’ (not ‘north-east’ or ‘NE’ or ‘Northeast’).

Directional or regional designations in geographical terms should be capitalised only when part of a codified political or administrative designation. In most cases this will mean, for example, ‘central Anatolia’ prior to the establishment of the Republic of Türkiye and

'Central Anatolia' for the geopolitical designation encompassing the contiguous Turkish provinces from Eskişehir to Sivas, and from Çankırı to Karaman.

Cultural periods should be capitalised (e.g. Late Bronze Age, Classical period).

Italics should be kept to a minimum. They may be used for emphasising isolated words and phrases or to indicate non-English terms not in common use (e.g. *Hofhaus* or *bothros*), though not terms familiar to the BIAA readership such as 'polis' or 'spolia'. They should *not* be used for common Latin abbreviations (i.e., e.g., etc., et al.) or expressions/terms (*vis-à-vis*, *inter alia*, *de facto*, *lingua franca*).

Transliteration:

- Latin forms of common names should normally be used; e.g. Ephesus (rather than Ephesos)
- When a non-English place name has a codified English spelling that is in sufficiently common usage to appear in standard English dictionaries, the English spelling should be used; e.g. Istanbul (rather than İstanbul)

Quotations use single quotes (') except in the case of quotes-within-quotes, which use double quotes ("). Quotes that span more than four lines of typescript do not use quotation marks but are formatted instead as block quotes (i.e. using an inset margin and a paragraph break both above and below).

References: In-text citations

The BIAA uses a variant of the Harvard system of parenthetical referencing in-text, with commas separating author names within one reference and semicolons separating references, including two references by the same author:

- One author (Navaro-Yashin 2002)
- Two authors (Solin, Salomies 1994: 113–24)
- Three or more authors (Coulton et al. 1988: 13–15)
- Multiple references by the same author(s) (Mac Sweeney 2018; 2023)
- In-press (Özkan Aygün, forthcoming)
- Personal communication (Stephen Mitchell, pers. comm. May 2018)
- Ancient sources (Procopius *Historia arcana* 30.8–11)
- Standard corpora (*CIL* 8.12296; *SEG* 28.1218; *IG* II.2 2326, *IG* XII.3 333; *LGPN* 13.535)

Multiple references should be listed in chronological order of publication, but works by the same author(s) should remain together:

- (Hawkins 1974: 163; Schachner 2012; 2022; Hawkins, Weeden 2021; 2023; Schachner et al., forthcoming)
- (Saktanber 2002a; 2002b; White 2002; 2005[1994]; Herzfeld 2005[1997]; Kandiyoti 2010)

Other

- The full page range must be provided for citations and references; do not use 'pp.' and 'ff.'
- Citations for ancient and later historical authors should not be abbreviated, e.g. Herodotus, not Hdt.
- Arabic numerals should replace Roman numerals for book/chapter/line references
- Page numbers should not be used for internal cross-referencing, and should be indicated instead by 'above' or 'below'.

References: Bibliography

The bibliography should contain only those works referred to in the text. Include *all* authors, editors and translators (i.e. do not use 'et al.' in the bibliography) and the full journal and publisher names (not acronyms or abbreviations).

Authors

Full surname and personal initial(s) should be included, and should be organised in English alphabetical order (i.e. C/C, I/I, O/O, S/S, U/U should be integrated); for example, Balcioğlu, B.M.; Chi, H.R.; Çilingiroğlu, A.; Collar, A.; Draycott, C.M.

The issue of capitalising and alphabetising names with particles such as 'van/Van', 'de la' or 'al/Al' varies according to country-specific conventions, as well as the preference of the author being referenced, so should be taken on a case-by-case basis. First and foremost, check the publication itself (e.g. front matter of a book, or the citation info found through the DOI) for insights.

For multiple works by the same author, two en-dashes + <Tab> should be used after the first reference. For example:

van den Hout, T. 1994: 'Death as a privilege. The Hittite royal funerary ritual' in J.M. Bremer, T. van den Hout, R. Peters (eds), *Hidden Futures, Death and Immortality in Ancient Egypt, Anatolia, the Classical, Biblical and Arabic-Islamic World*. Amsterdam, Amsterdam University Press: 37–76

- 2002: 'Tombs and memorials. The (divine) stone-house and hegur reconsidered' in K.A. Yener, H.A. Hoffner, Jr (eds), *Recent Developments in Hittite Archaeology and History, Papers in Memory of Hans G. Güterbock*. Winona Lake, Eisenbrauns: 73–91

Titles

Article titles in English appear within single quotes and use 'sentence case', meaning only the first word and any proper nouns are capitalised:

- 'This is how an English-language article title appears in *Anatolian Studies*: The subtitle usually follows a colon'

Book and journal titles in English are italicised and use 'title case' (also called 'headline case'), meaning the first, last, and all other words except prepositions and articles are capitalised:

- *This Is How a Book or Journal Title Appears in Anatolian Studies: The Subtitle Usually Follows a Colon*

Non-English titles follow the capitalisation and punctuation conventions of that language (see below for examples).

Other

- Edition number should be included, if applicable, for both ancient and modern sources. Publication series need not be included; however, *if* included, both appear in parentheses – e.g. (2nd edition) or (BIAA Monograph Series 52)
- Replace Roman numerals with Arabic numerals for edition or page numbers except when citing Preface or other front matter
- Although abbreviations are used in-text, references to standard corpora should include the full citation in the bibliography
- Include both the city of publication and the publisher name, and include *only* the first city. Do not include US states in the place of publication unless there is risk of confusion, in which case use the two-letter postal abbreviation, preceded by a comma (i.e. Cambridge, MA).
- Use the English spellings for place names, when available; e.g. Munich (not München) and Izmir (not İzmir)
- References to unpublished theses and dissertations should include the institution name and city (if the city is not part of the institution name)

Examples

Ameling, W. 1988: 'Drei Studien zu den Gerichtsbezirken der Provinz Asia in republikanischer Zeit' *Epigraphica Anatolica* 12: 9–24

Beck, H.-G. 1959: *Kirche und theologische Literatur im byzantinischen Reich*. Munich, C.H. Beck

CIL = Mommsen, T. (ed.) 1863–: *Corpus Inscriptionum Latinarum*. Berlin, Berlin-Brandenburgische Akademie der Wissenschaften

Carter, T. 2005: 'Chipped stone. Team Poznan' *Çatalhöyük 2005 Archive Report*.
http://www.catalhoyuk.com/archive_reports/2005/ar05_31.html

Coulton, J.J., Milner, N.P., Reyes, A.T. 1988: 'Balboura Survey: Onesimos and Meleager, part 1' *Anatolian Studies* 38: 121–46

Demiroğlu, M., Örgün, Y., Yaltırak, C. 2011: 'Hydro-geology and hydrogeochemistry of Günyüzü semi-arid basin' *Environmental Earth Sciences* 64.5: 1433–43.
<https://doi.org/10.1007/s12665-011-0967-2>

Dodd, L.S. 2002: *The Ancient Past in the Ancient Present: Cultural Identity in Gurgum during the Late Bronze Age-Early Iron Age Transition in North Syria*. PhD thesis, University of California, Los Angeles

Dörner, F.K. 1941: *Inschriften und Denkmäler aus Bithynien*. Berlin, Deutsches Archäologisches Institut

Gough, M.R.E. 1972: 'The Emperor Zeno and some Cilician churches' *Anatolian Studies* 22: 199–212

– 1973: *The Origins of Christian Art*. London, Thames and Hudson

– 1974: 'Three forgotten martyrs of Anazarbus in Cilicia' in J.R. O'Donnell (ed.), *Essays in Honour of Anton Charles Pegis*. Toronto, Pontifical Institute of Mediaeval Studies: 262–67

Grillo, S.M., Prochaska, W. 2010: 'A new method for the determination of the provenance of white marbles by chemical analysis of inclusion fluids' *Archaeometry* 52.1: 59–82

Honigmann, E. 1936: 'Un itinéraire arabe à travers le Pont' *Annuaire de l'Institut de Philologie et Histoire orientales et slaves* 4: 261–71

Janin, R. 1975: *Les églises et les monastères des grands centres byzantins*. Paris, Institut français d'études byzantines

Lloyd, S. 1972: *Beycesultan 3*. London, British Institute of Archaeology at Ankara

Procopius, *Secret History*. Tr. G.A. Williamson. Harmondsworth, Penguin Books 1981

Solin, H., Salomies, O. 1994: *Repertorium Nominum Gentilium et Cognominum Latinorum*. Hildesheim, Olms-Weidmann

Ufficio Statistica MIBACT 2017: *Visitatori e introiti di musei, monumenti e aree archeologiche statali*. http://www.statistica.beniculturali.it/Visitatori_e_introiti_musei.htm

Ülkümen, O., Çetin, E., Süleymangil, H., Tarba, G. 1983: 'Kastamonu bölgesi araştırmaları' *Delta – Boğaziçi Üniversitesi Mağara Araştırma Kulübü Yayını* 1: 1–9

Uzunaslan, A. 2017: 'A new inscription honouring C. Antius A. Iulius Quadratus' *Anatolia* 43: 37–63

Van Nijf, O. 2012: 'Athletes, artists and citizens in the imperial Greek city' in A. Heller, A.-V. Pont (eds) *Patrie d'origine et patries électives: les citoyennetés multiples dans le monde grec d'époque romaine. Actes du colloque international de Tours, 6–7 novembre 2009*. Paris, De Boccard, 175–94

Figures and tables

Each figure and table must be submitted as an individual file and clearly identified by the author's surname and the figure/table number. (See below for guidance on acceptable file types and resolution.) Each should also include a caption that includes the source/attribution and, where applicable, acknowledgement of permission having been granted by the copyright holder for its reproduction.

Spellings used on figures and in captions must be consistent with those used in the text. Text used on figures must be black whenever possible, and legible at the size the image is to be printed.

Figures should be presented in a continuous sequence (i.e. not divided into 'figures' and 'plates') with reference made in the text to each illustration. Tables should be presented as a separate continuous sequence with reference made in the text to each table.

Format and resolution

In the two-column layout of BIAA publications, figures and tables can most conveniently occupy one column (8.1cm) or the full width of the printed page (16.7cm). The maximum print area per page (including caption) is 16.7cm by 24.3cm. Final print quality is dependent on the supply of figures and tables in the correct formats and at the correct resolution.

Photographs must be submitted at a minimum resolution of 300dpi in tiff, png or jpeg format.

Line drawings must be submitted at a minimum resolution of 600dpi in tiff, png or pdf format. This means that if the author wishes to see a figure printed at full-page width (16.7cm or 6.57in), *photos* must be no less than 1973 pixels across, and *line drawings* must be no less than 3945 pixels across.

Figure size must *not* be achieved by scaling up a smaller image; in order for the image to be sufficiently sharp on the printed page, the *original image* must meet this threshold. Images not of sufficient resolution will be published at one-column width, or may not be published at all.

Figures are *printed* as black and white illustrations. Colour images may be submitted if the author prefers the *web* (pdf) version of the article to be published in colour.

Line drawings or photographs of comparably sized items should be submitted at the same scale (e.g. all images of pottery at 1/3 life-size). All line drawings, photographs, plans and maps must include scales. All plans and maps must include a north arrow.

Tables should be submitted as Word or Excel files. Graphs and charts – if not available as a high-resolution tiff, png or pdf – should be submitted as Excel files.

Supplementary material

Supplementary material that supports an article, chapter or book but cannot be included in the printed work for reasons of space may be published online. Examples of this might include extra illustrations, tables, lengthy catalogues and specialist reports. Given that supplementary material is exclusively published online, file types incompatible with the print format (e.g. vector graphics) can also be considered. However, the printed work must be a standalone publication, and the reader must be able to follow its arguments without reliance on the supplementary material. Articles that include supplementary material will include a statement directing readers to a link to the online page from which it can be accessed. Further cross-references may be inserted in the printed work.

Supplementary material is subject to the same peer-review process and copyright requirements as all primary content, and must be submitted at the same time as the printed work for peer review and production. Authors planning to submit supplementary material should contact the editors to discuss the content.

Figures, tables and appendices published as supplementary material should be numbered as separate sequences from those included in the printed work. Supplementary material should include a title page listing the full bibliographic details of the primary work and, if lengthy, a table of contents with page references. It should also include a bibliography in house style of all works referred to in the supplementary material.

Editorial Board of the BIAA, April 2024