

Strata

Style and Contributor Guidelines

Version 2.0 — Last updated: 6 October 2025

1. JOURNAL SCOPE AND PUBLICATION CRITERIA

Strata is an annual peer-reviewed journal publishing high-quality original research on the archaeology of Israel and adjacent territories. Papers must be in English. Our full peer review policy is available at the AIAS website. <http://aias.org.uk/peer-review-policy/> We do not accept submissions that have appeared in substantially the same form elsewhere (in English or another language), or that are under review or in preparation elsewhere. Authors must adhere to the AIAS publication ethics policy <http://aias.org.uk/publication-ethics-policy/> and should only use data obtained legally and ethically.

2. PREPARING YOUR PAPER

2.1. Length and Format

- Articles: up to **8000–10,000 words** (excluding captions, notes, footnotes, and reference list). Submission of articles longer than 10,000 words must contact the Editor-in-Chief for approval prior to submission.
- Book reviews: **500–800 words** (for a single work); if reviewing multiple works, 1,000–2,000 words total.
- Submit as a Microsoft Word (.doc or .docx) file, labelled with author(s) name(s) ORCID ID, and a short title.
- Submit a short cover letter and suggest 2–3 potential reviewers (with email addresses), excluding conflicts of interest.
- Include an abstract of no more than **250 words**.

2.2. Style Guide

2.2.1. Text & Headings

- Body: justified, Times New Roman 12 pt, 1.5 line spacing, standard margins, page numbers
- Headings: only two levels permitted:
 1. First-level: **BOLD ALL CAPS**
 2. Second-level: **Bold Title Case**

2.2.2. Quotations

- Short quotations (under two sentences) use single inverted commas ('...').
- Longer quotations should appear as a separate indented paragraph, in 11-point type, without quotation marks.
- Quotations within quotations use double inverted commas ("...").

2.2.3. Spelling

Use **British English** spelling, e.g., artefacts (not *artifacts*), colour (not *color*), grey (not *gray*), jewellery (not *jewelry*), metre (not *meter*), programme (not *program*), traveller (not *traveler*).

2.2.4. Abbreviations

- Use **BCE / CE**. Use BC / AD only by special request (for Classical period articles).
- Use full stops after abbreviations (e.g. Mr., fig., ed.) except for am/pm, BCE/CE, and measurement units (m, cm, km, etc.).
- Use “and” rather than “&.”
- For classical works, use the abbreviations given in the Oxford Classical Dictionary (4th ed.) <https://oxfordre.com/classics/page/3993>.

2.2.5. Dates and Periods

- Use lower case for “period”: e.g. Roman period, 5th millennium, 12th century.
- Use “First” not “1st” (e.g. “first half of the 13th century”).
- Do *not* superscript “th”: write 6th (not 6th).
- Place BCE / CE after the date: e.g. 5th century BCE, 490 BCE.
- Hyphenate adjectival dates: “a 6th-century church.”
- For decades: 1960s.
- Full dates: Thursday, 12 November 1966.
- On first mention, link relative periods to absolute chronology (e.g. Late Iron Age IIB ca. mid–late 8th century BCE).
- Use full label on first mention (e.g. “Late Iron Age IIB”), thereafter may shorten (“Late Iron IIB”).

2.2.6. Directions

- Lower case direction words.
- Do not hyphenate or capitalise unless part of a name: e.g. northwest (not north-west).

2.2.7. Numbers

- Spell out numbers one to ten (and when starting a sentence).
- Use numerals for dates, measurements, distances, etc. e.g., 13 km, 51 cm, 10 minutes.
- Use leading zeros for fractions: 0.51.
- Use a space before the unit (50 m, not 50m). Units are lower case (m, cm, ha, sq m; use L for litres) and not italicised or pluralised.
- Feet and inches: spelled out, not by symbols (e.g. 22 ft, or 8 ft 4 in).
- Use full year ranges with an em dash: 1958–1959.
- Page ranges: give full numbers (e.g. 502–508, 863–902). Bibliographic titles or quotations keep original form.

2.2.8. Italics

- Italicise foreign-language words and transliterations (e.g. *in situ*, *miqveh*).
- Italicise book and journal titles, *et al.* and *c.* (with full stops).
- Do *not* italicise abbreviations such as *i.e.*, *cf.*, etc.
- In figure captions, italicise “after”: e.g. *after Smith 2002, Fig. 3*.

2.2.9. Hyphens and Dashes

- Use a hyphen (-) for compounds (e.g. semi-circular, south-facing).

- Use an en-dash (–) to indicate ranges or “to” relationships (1926–1938; east–west).
- Use an em-dash (—) in place of commas, colons, or semicolons for emphasis (e.g. “The verdict was unanimous — the object was a forgery.”).

2.2.10. *Non-English Languages and Scripts*

- Provide transliteration of non-Roman scripts using a standard scheme.
- If quoting non-English text, also supply an English translation; individual foreign words used in standard English usage may remain untranslated, in italics.

2.2.11. *Additional Materials*

- Provide author affiliation(s), abstract, 5–8 keywords (alphabetical order, only first word capitalised), and formatted reference list.
- Submit all tables/figures per these guidelines at time of original submission (no later additions).

2.2.12 *Geographic Terminology*

This policy follows current best practice in archaeological publishing (cf. *Tel Aviv Journal* guidelines) and aims to harmonise regional nomenclature across submissions. *Strata* encourage the use of geographic and geological terminology that is descriptive rather than historical, in order to promote clarity and inclusivity across regional and disciplinary frameworks. While historical geographic terms (e.g. *Judean Highlands*, *Philistine Plain*) may be necessary in certain contexts, authors are asked to provide the corresponding neutral geographic reference alongside them.

Example:

- southern Levant, southwest Asia, southwest/west Asia (rather than *Near East*, *Middle East*, *Holy Land*)
- *Central Hill Country* (rather than *Judean Highlands*)
- *Southern desert fringe of the Cisjordan* (rather than *Judean Desert*)
- *Foothills* (rather than *Shephelah*)
- *Southern coast* (rather than *Philistine coast*)

This practice ensures that site locations and environmental zones are described in terms that are topographically precise and accessible, without assuming specific cultural or historical affiliations. Text edits during review may request alignment with this policy.

2.3. REFERENCING

- In-text references of one to three authors: Harvard (author-date) style. Use **colons** between year and page numbers, **semicolons** between works. E.g. *Braun 2004: 21; Aharoni 1979: 44–52; Finkelstein 1988: fig. 5.*
- Footnote references for references with more than three authors, or notes or comments relevant to the text but appropriate in-text. Footnotes should be used within reason. The Editor-in-Chief reserves the right to request edits or reductions to footnotes, should they be too extensive.
- Use lowercase abbreviations: fig./figs, pl./pls.
- If subfigures: e.g. *Fig. 5:1*, *Fig. 5:1–5*.

- The reference list (titled “References”) is sorted alphabetically by author surname, then chronologically.
 - Leave space between initials (e.g. Smith, R. S.).
 - Use title case for titles.
 - Italicise journal names and book titles (not dissertations).
 - For works in another language, supply English translation in square brackets and the original language notation.
 - Use full bibliographic detail (publisher, city, series, editors, etc.).

Examples:

- **Articles:** Sapir-Hen, L. and Ben-Yosef, E. 2013. ‘The introduction of domestic camels to the southern Levant: evidence from the Aravah Valley,’ *Tel Aviv* 40(2): 277–285.
- **Chapters:** Magee, P. 2011. ‘Shifts in ceramic production and exchange in late prehistoric southeastern Arabia and the introduction of domesticated *Camelus dromedarius*,’ in M. J. Conrad, P. Drechsler and A. Morales (eds.), *Between sand and sea: the archaeology of human ecology of southwestern Asia* (Tübingen: [publisher?]), 213–226
- **Books:** Morris, E. F. 2018. *Ancient Egyptian imperialism* (Oxford: Wiley-Blackwell)
- **Translated works:** Dio Cassius, 1914. *Roman history, volume I: books 1–11*. transl. E. Cary and H. B. Foster. (Loeb 32) (Cambridge, MA: Wiley-Blackwell Press. 2018)
- **Dissertations:** Stillinger, M. D. 2018. *Archaeomagnetism as a geochronological tool: dating a Levantine Iron Age conflagration*. Unpublished Ph.D. dissertation, University of Minnesota (Minneapolis, MN) [in English]
- **Websites:** Dumbarton Oaks. 2021. ‘The Byzantine emperors on coins’ [online]. Viewed 11 June 2021 <https://www.doaks.org/resources/online-exhibits/byzantine-emperors-on-coins>.
- **Objects in Online Databases:** British Museum. 2021. Collection database [online]. Viewed 11 June 2021 <https://www.britishmuseum.org>. Matching citation should include the accession number of the item cited, e.g. British Museum 2021: 1908,0110.294.
- **Archival sources:** Stutchbury, H. 2001. Letter to Judith Brown, 4 April 2001. Brown/Allegro Estate archive.

2.4. Image Preparation

- Submit illustrations as individual TIFF or JPEG files.
- Minimum resolution: **300 dpi** for colour, **600 dpi** for greyscale, **800–1,200 dpi** for line drawings.
- Maps/plans: include a scale bar and north arrow.
- Label image files with lead author surname + figure/table number (e.g. Smith_fig01).
- Number figures and tables in separate sequences (e.g. Figure 1, Table 1).
- Provide a separate Word file of captions (with credit lines / copyright).
- Indicate preferred grouping, sizing, or scale reductions if needed; otherwise the Editor-in-Chief will make decisions.
- Cross-references in main text: use **bold** and capitalised “Figure” or “Table” (e.g. **Figure 6**, **Table 2**).

2.5. Copyright

- Authors are responsible for securing permissions for any third-party material (e.g. images).
- Copyright for published articles belongs to the Anglo-Israel Archaeological Society, except where images/diagrams belong to authors or third parties (in which case a copyright statement should appear in figure captions).
- After an embargo period (currently one year), authors may post or distribute their article online (non-commercially).
- For reproduction of any material, whether from *Strata* or elsewhere, permission must be sought and acknowledgement made.

2.6. Author Contributions

- All authors listed must have made a significant contribution.
- Provide a short statement summarising each author's role (e.g. data collection, analysis, writing).

2.7. Declarations Of Interest

- Disclose financial support (grants, sponsors) and any potential conflicts of interest (or state none).