INSTRUCTIONS FOR AUTHORS
version 1.0

Research Articles

Articles should communicate the results of original research in the field of Palaeoindian Archaeology that have not been published elsewhere. Manuscripts submitted will be reviewed together with all illustrations, tables and other data. On the basis of the opinion of the referees, the Scientific Committee will decide whether or not to approve or reject the manuscript for publication. In the case of rejected manuscripts, an explanation will be provided along with a recommendation of how to modify the manuscript prior to re-submitting it. The manuscript will be tended to by the member of the Scientific Committee whose academic background is closest to the subject. Additionally, two independent experts on this topic will be asked to review the manuscript.

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Please name files as follows.

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Tables (may be Excel files, CSV format, tab delimited format, etc.):
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I confirm the following:
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The primary languages of the publication are English, Portuguese and Spanish. If you have no preference, please set your spell checker to one of these languages. Any variety of these languages will be accepted as long it is in standard usage in a country where English, Portuguese or Spanish is the official language.

Articles must be accompanied by an English abstract of 100 to 400 words and from three to eight keywords. Authors may also submit up to two alternative language versions of the abstract and keywords (preferably Portuguese and Spanish). The abstract should cover the theme, methodology and results in concise form and should be clear and understandable on its own. Do not cite references in the abstract.

Articles should not exceed 8000 words (excluding the bibliography and tables). Please compose your articles in a format compatible with MS Word (e.g., .doc, .docx). Font type and size, line spacing, and alignment (e.g., left, right, justified) are not necessary as these will be standardised by the editors. If you require the use of a special font, please let us know. Label section headings as in the following example.

Heading level 1 1. Introduction
Heading level 2 1.1 Previous research
Heading level 2 1.2 Hypotheses
Heading level 1 2. Methods
Heading level 2 2.1. Field surveys and prospecting
Heading level 2 2.2. Preparation of samples
Heading level 3 2.2.1. Preparing raw materials samples
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Prior to using acronyms, the full term should be written out, followed by the acronym in parentheses. Subsequent usage may be simply by the acronym. For example,
This study employed the use of Neutron Activation Analysis (NAA) to help match artefacts to raw materials. NAA is a widely used analytical method in geochemical analyses.

The article should have the following sections (or sections of a similar nature). Of course, subsections are also possible at the discretion of the author. If you feel that your article requires the use of a different layout or organisation, please let the editors know.

1. Introduction
2. Materials and methods
3. Results
4. Discussion and conclusions

The slash symbol
Avoid using the slash symbol [ / ] other than for mathematical purposes. Instead, use a full word or phrase. For example, the following.
A and B
A or B
A to B
A, B, or both A and B
A and B are to be considered the same thing within this context

Figures and tables
Images should be prepared in TIFF or JPG format at 300dpi or higher (preferably at 600dpi or higher), and should be embedded in the text as well as submitted as separate files. Figures should be embedded in line with the text. They should not be placed within text boxes and they should not float above the text. They must be placed at a fixed position in the text between paragraphs. The reason for this is so that the editors can easily keep track of the images when the formatting of the page is changed. Do not use letters under size 10 point within the illustrations. (For comparison, note that the captions below the figures are also 10 point font.)

Figures should be made clear and understandable. The diagrams should contain quantity units, always in SI standards. Maps, photos and sketches should contain a scale bar, and maps should have a North arrow. Do not use numerical ratios to describe the scale because the scale may change in printing or re-sizing. Tables should be organised in manageable size, and data communicated in tables should not be repeated in the text. Maps should mention the source of the data in the map.

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Do not add in false shadows. They cause various problems, among which is when the layout editors process the article.
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Since 1942, several excavations have taken place at this archaeological site. (See Figure 4.) The artefacts from the site are listed in Table 2.

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If you feel that your article would benefit from the use of a non-printable media (e.g., video or sound) please let us know as it will be possible to include these in the digital version of the proceedings. These supplementary materials will be accessible online together with the
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Author can also refer to external documents accessible on the internet but the editors cannot guarantee their long term integrity and accessibility. It is therefore better for such content to be placed online along with the article if the author has proper authorisation to do so.

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For citations with one author, made at the end of a statement, use the format (Binford 1962). For two authors, use the format (Gurova & Nachev 2008), and for more than two authors, (Julig *et al.* 1992). If a book is cited, note the relevant pages as (Willey & Phillips 1958: 2). Note figures as (Willey & Phillips 1958: Fig. 3). If more than one work is cited, use the following format (Binford 1962; 2001; Gurova & Nachev 2008; Julig *et al.* 1992; Willey & Phillips 1958: 2). With multiple citations, they should be sorted alphabetically and then chronologically. For citations within the text with one author, use the format Binford (1962). For two authors use the format Gurova & Nachev (2008) and for more than two authors use the format Julig *et al.* (1992). For example, 

Binford (1962) discusses the role which archaeology plays within the field of anthropology.

Binford (1962) and Willey & Phillips (1958) have discussed the role which archaeology plays within the field of anthropology.

Several authors have discussed the role which archaeology plays within the field of anthropology (see for example, Binford 1962; Willey & Phillips 1958).

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**References**

The list of references at the end of the text should be given in alphabetical order by the family name of the first author, followed by year, and then by title. Letters with accents and other diacritical symbols should be ordered as if they had no diacritics. If more than one reference by the same author was used, do not cluster them, but rather list each reference individually.

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References


