



Pharos: Instructions to authors

1. Language

Articles should preferably be written in English (UK). Authors submitting a paper do so on the understanding that the work has not been published elsewhere and has been read and approved of by all authors involved. The decision to accept or reject material submitted will be made by the editorial board in consultation with members of the advisory board and/or anonymous external referees.

Authors are responsible for the correct spelling and grammar of the text. If you are not a native speaker of the language in which you have written, please have your manuscript read by a native speaker before submitting it. Authors should follow the practices of the language in which they are writing (the following notes apply to UK English).

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Text should be submitted in the form of a Word document (doc or docx files) and may be sent by E-mail to the editorial secretary (pharos@nia.gr). Please use separate files for 1.) main text, 2.) captions, 3.) the various illustrations (see 11 below), and 4.) any tables, if present. Tables should be provided in MS-Word format (not Excel).

Also provide a Pdf version of the completed manuscript, in which the illustrations, captions and tables are included.

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3. Abstract and keywords

Please provide an abstract of a maximum of 250 words and up to five keywords.

4. Style sheet for layout

Title of article in capitals (without period at end), if necessary, followed by a subtitle on the next line in lower case (also without period at end). Title is to be followed by blank line and the name of the author(s). Please use first name, additional initials if desired, and family name.

First level headings in the text should be indicated by text in bold preceded by two blank lines and followed by one blank line.

Second level heading should be indicated by text in *italics*, preceded by two blank lines and followed by one blank line.

Paragraphs: the first line of a new paragraph should be indented, except after a heading or blank line.



5. Style sheet for text

- (i) Spelling and capitalisation should follow UK standards and be uniform, e.g. artefact, not artifact, rôle, not rôle, elite, not élite; north, north-west, but capitals in established names (North Pole; South Africa etc.). For words ending with –ise or –isation, also use UK spelling (e.g. colonisation, not colonization).
- (ii) Spelling and transliteration of Ancient, Medieval and Early Modern Greek names/words/toponyms (e.g. Herodotus or Herodotos) are at the discretion of the author but should be consistent throughout the manuscript.
- (iii) Spelling of Modern Greek names/words/toponyms are transliterated according to the standard rules (with some adjustments) of *the Journal of Modern Greek Studies*. See **Appendix**.
- (iv) Numbers: all numbers up to and including ten should be written in full except where attached to a unit of quantity (e.g. 3 kg). Numbers above ten should be numerals except where the context makes this awkward (e.g. use written out forms at the beginning of a sentence). Write 0.37 not .37, etc. Decimals should be indicated by point (.) rather than a comma (,). Squares and cubes should be given as 89 m² and not 89 sq. m.
- (v) Use SI (metric) units, not Imperial/US units; i.e. g, kg, cm, m, km.
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- (vii) Abbreviations: initial-letter abbreviations should be typed with no full stops (e.g. BC, AD, UK, BBC). Abbreviations in which the last letter of the abbreviation is the same as the last letter of the word should also have no point (e.g. Dr, Mr, ca, eds, but ed., diam., pl., fig. (when referring to illustrations in publications by other authors).
- (viii) Use (non-italised) roman letters for familiar Greek and Latin terms (megaron, polis, poleis, nymphaeum, proconsul) and for established anglicizations (e.g. oikist) and latinisations (e.g. palaestra). Only italicise less familiar terms or keep them in Greek type. When you italicise a word, italicise it throughout the text.
- (ix) Do not italicise: Cf., e.g., i.e., et al., etc.
- (x) Use single quotation marks; the second quotation mark comes before period, comma or (semi)colon: 'palmys', a Lydian word that etc.
- (xi) Use hyphens when separating time periods or numbers, e.g. 1990-2006, 4th-2nd centuries BC, Archaic-Classical, Figures 1-2. Use an en dash (–) when separating parts of sentences. Surround the en dashes with spaces; do not attach them to surrounding words. Example: In Trench 1, coarse wares – including cooking pots – are well represented.



6. Footnotes

References must be in the form of footnotes and should be placed after period, comma or (semi)colon. Please use the footnote option of MS-Word. References should refer to the bibliography. Footnotes should mention author, date of the publication, relevant page numbers, and, if necessary, the relevant figure number. Page numbers should be fully numbered. Example for one author: Evans 1906, 121-129. In case of two authors, use & to separate the names, e.g.: Vroom & Kondyli 2011, 123, fig. 3. In case of more than three authors, the name of the first author is mentioned, followed by 'et al.': Renfrew et al. 1985, 103-110; in the References, all authors are mentioned. In case of two publications by the same author(s), use a semicolon to separate the years of publication, e.g. Reinders 2001, 3-6; 2008.

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7. Names and affiliations of corresponding and other authors

One author will be designated as corresponding author. On the first page of the manuscript, please add the following footnote behind the family name of the corresponding author:

Correspondence to [title, initials, family name]. Email: [email address].

Behind the family name of each author, including the corresponding author, also add a footnote with their affiliation (university, company or otherwise). Examples:

Faculty of Humanities, University of Amsterdam.

Ephorate of Antiquities at Zakynthos.

8. Acknowledgements

Add a separate section **Acknowledgements** at the end of the article, before the **References**.

9. References

All bibliography should be listed alphabetically at the end of the text under the heading **References**.

Abbreviations follow the *American Journal of Archaeology*. See for abbreviations in *AJA*: <http://www.ajaonline.org/index.php?type=page&pid=8>

For each title all authors should be mentioned.

For titles in Modern Greek, transliterate the author's family name (see **Appendix**). Render the title of the publication (as well as the journal title if present) in the Modern Greek alphabet. The place of publication and other information should be rendered in English.



The following are **examples for the bibliography**:

- (i) Publication without author:
Naval Intelligence Division, Great Britain 1945. *Greece, Geographic Handbook Series*, London.
- (ii) Book by one author:
Cartledge, P. 1979. *Sparta and Lakonia. A Regional History 1300 - 362 BC*, London.
- (iii) Book by two authors:
Hope Simpson, R. & J.F. Lazenby 1970. *The Catalogue of the Ships in Homer's Iliad*, Oxford.
- (iv) Book by three or more authors:
Treuil, R., P. Darque, J.-C. Poursat & G. Touchais 1989. *Les Civilisations égéennes du Néolithique et de l'Âge du Bronze*, Paris.
- (v) Book with multiple editions:
Tarn, W. & G.T. Griffith 1952. *Hellenistic Civilization*, 3rd ed., London.
- (vi) Reprinted book:
Austen, J. (1813) 2003. *Pride and Prejudice*. London. Reprint, New York.
- (vii) Book in an excavation series:
Sparkes, B.A. & L. Talcott 1970. *The Athenian Agora XII: Black and Plain Pottery of the 6th, 5th and 4th Centuries B.C.*, Princeton NJ.
Stillwell, A.N. & J.L. Benson 1984. *Corinth XV, Pt. 3: The Potters' Quarter. The Pottery*, Princeton NJ.
- (viii) Article in a periodical:
Kelly, Th. 1974. Argive foreign policy in the fifth century BC, *CP* 69, 81-99.
- (ix) A multi-article volume:
McDonald, W.A. & G.R. Rapp (eds) 1972. *The Minnesota Messenia Expedition. Reconstructing a Bronze Age Regional Environment*, Minneapolis.
- (x) Article in a volume:
Węcowski, M. 2016. Herodotus in Thucydides: a hypothesis. In: J. Priestley & V. Zali (eds), *Brill's Companion to the Reception of Herodotus in Antiquity and Beyond*, Leiden & Boston, 17-32.
Bakirtzis, C. 1987. Byzantine amphorae. In: V. Déroche & J.-M. Spieser (eds), *Recherches sur la céramique byzantine, BCH Supplément XVIII*, Paris, 73-77.
- (xi) Article in a volume, which is part of a series:
Vroom, J.A.C. 1987. Fact and fiction in Aetolian ceramic research. In: S. Bommeljé &



P.K. Doorn (eds), *Aetolia and the Aetolians. Towards the Interdisciplinary Study of a Greek Region, Studia Aetolica I*, Utrecht, 27-31.

(xii) Dissertation:

Norman, N.J. 1980. *The Ionic Cella. A Preliminary Study of Fourth Century B.C. Temple Architecture*, PhD Dissertation, University of Indiana, Ann Arbor.

(xiii) In press:

Middleton, G.D. in press. Nothing lasts forever: environmental discourses on the collapse of past societies, *Journal of Archaeological Research*.

(xiv) Unpublished paper or manuscript:

Bintliff, J. 1985. The contribution of survey to the prehistory of Greece. Paper presented at the annual meeting of the Society of American Archaeology, Denver Colorado.

(xv) Book review:

Gallant, T.W. 1991. Review of T.H. van Andel & C.N. Runnels 1987, *Beyond the Acropolis. A Rural Greek Past*, Stanford, *CJ* 86, 184-186.

10. Quotations

When quoting from an author please always do so from the same edition (unless you say why you are not doing so) and state which edition this is. Quotations should be set in single quotation marks. Long quotations of several lines of text should not be enclosed within quotation marks but should be indented and separated from the preceding and following lines of typescript by a double line-space.

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Appendix. Transliteration for Modern Greek

These follow the standard rules of the Journal of Modern Greek Studies (with a few adjustments)

Place names: Place names should be in the customary English or foreign form whenever possible, e.g., Athens not Athína, Caserta not Gazerta.

Personal names: Preference should also be shown for the way that the person being cited normally renders his/her name (Cavafy not Kaváfis), even if this does not fully match the JMGS transliteration system. Proper names in non-English alphabets other than Greek should employ the transliteration scheme most common in English. Thus: Bukharin not Bouharin, and certainly not Vouhárin.

Stress accents: Transliterated words of more than one syllable should bear the appropriate stress accent; e.g., laós. As this has not been standard practice in transliterating personal names, stress accents may be omitted from these, unless the person whose name is being cited normally renders his/her name with one. The same holds true for place names.

Greek	English examples
α	a fováme, ávrio
β	v vouítiro, kóvo
γ (before a/o/u/consonants)	g gámos, megálos
(before i,e)	y yínete, yéros
δ	d drómos, pódi
ε	e méno, éna
ζ	z zítisa, fonázo
η	ι ílios, piyí
θ	th thélo, voíthia
ι	ι ίδιος, káti
κ	k Kóstas, anékdotos
λ	l láthos, fílo, fíllο
μ	m mitéra, amésos
ν	n néos, afíno, foní
ξ	x xénos, éxipnos
ο	o ópos, óla, akóma
π	p patéras, apó



ρ		r	ríma, potíri, neró
σ/ς		s	spíti, kalosíni, aftós
τ		t	trápeza, metá
υ		i	ístera, míthos, efhíni
φ		f	filosofía, fónos, kefáli
χ		ch	scholío, chróma, écho, cháno
ψ		ps	psáchno, ópsi
ω		o	óra, ároma, éxo
αι		ai	kai, aíma
αῖ		aï	chaïdévo, gáïdaros
ει		ei	eímai, ekeínos, kleínei
οι		oi	ánthropoi, schoiní, toíchos
ου		ou	zoumí, skeptómouna, zitoún
οῦ		oï	proïpothéto
ωι		ói	próimos
ευ/αυ	(before θ,κ,ξ,π,σ,τ,φ,χ,ψ)	ef	eftheía, efcharistó / aftokínito, afchénas
	(otherwise)	ev	evangélio, evmenís / naváyio, avlí
γκ	(initially)	g	garsóni, garáz
	(medially)	ng	angáthi, ángira, énglima
μπ	(initially)	b	belás, bóra
	(medially)	mb	koumbí, kambána
ντ	(initially)	d	dropí, douvári
	(medially)	nd	pénde, mandáto, mandrí
γγ		ng	engíisi, angelía
γχ	(before a/o/u/consonants)	nch	sincharitíria, ánychos