

LEIZA Journal of Archaeology (LJA) - An Author's Quick Guide

For LJA, the general [Guidelines for LEIZA Publications](#) apply. The following section only lists the most important rules with relevant examples; the full version can be found [here](#).

Monograph

Kiernan et al. 2023: B. Kiernan / T. M. Lemos / T. S. Taylor (eds), *The Cambridge World History of Genocide. 1: Genocide in the Ancient, Medieval and Premodern Worlds* (Cambridge, New York 2023). DOI: <https://doi.org/10.1017/9781108655989>.

Monograph in a Series

Roymans et al. 2012: N. Roymans / G. Creemers / S. Scheers (eds), *Late Iron Age Gold Hoards from the Low Countries and the Caesarian Conquest of Northern Gaul*. Amsterdam Archaeological Studies 18 = *Atuatuca 3* (Amsterdam, Tongeren 2012). DOI: <https://doi.org/10.2307/j.ctt46n0nm>.

Book Chapter

Tejral 1994: J. Tejral, *Römische und germanische Militärausrüstungen der antoninischen Periode im Licht norddanubischer Funde*. In: C. von Carnap-Bornheim (ed.), *Beiträge zu römischer und barbarischer Bewaffnung in den ersten vier nachchristlichen Jahrhunderten*. Akten des 2. internationalen Kolloquiums in Marburg a. d. Lahn, 20. bis 24. Februar 1994. Veröffentlichung des Vorgeschichtlichen Seminars Marburg, Sonderband 8 (Marburg et al. 1994) 27-60.

Journal Paper

Miedema 1999-2000: M. Miedema, *West-Fivelingo 600 v. Chr. - 1900 n. Chr.: Archeologische kartering en beschrijving van 2500 jaar bewoning in Midden-Groningen*. *Palaeohistoria* 41/42, 1999-2000, 237-445. <https://ugp.rug.nl/Palaeohistoria/article/view/24991> (20/03/2026).

Lexicon Article

Jankuhn 1983: *RGA* 5 (1983) 240-258 s. v. Depotfund, Hortfund (H. Jankuhn).

Unpublished Dissertation

Hoss 2014: S. Hoss, *Cingulum Militare: Studien zum römischen Soldatengürtel des 1. bis 3. Jh. n. Chr.* [PhD diss., Univ. Leiden 2014]. <https://hdl.handle.net/1887/23627> (14/02/2025).

General Formatting

- Your manuscript should include (as a single text file):
 - Text, notes, references, figure/table captions
 - Up to ten keywords
 - Three to five highlights (short bullet points; focus on the key takeaways of your work; relevant for the discoverability of your paper in search engines)
 - A summary of ca. 150 words
 - Accepted formats: *.docx, *.odt, *.rtf.
- Please do not include figures, graphics and tables in your text, but provide them as separate files.
- Please put references to figures, graphics and tables in your text in brackets and mark them in bold (not the brackets).
- Figures:
 - For photos and other halftone images, use a resolution of at least 300 dpi (in the desired print size); for graphics and line drawings use 1800 dpi bitmap (scan mode: line, bitmap).
 - If desired, please provide us with suggestions for montages.
 - If necessary, please include a list of desired image sizes and scales.
 - Accepted formats: *.tif, *.jpg, *.psd, *.png and *.ai., *.svg, *.pdf, *.eps
- Tables:
 - Tables should be grouped and submitted in a separate document.
 - Tables with mainly text, and with the use of italics/bold and/or several fonts, as well as cell connections, are best created in *.docx, *.odt, *.rtf.
 - Accepted formats: *.docx, *.odt, *.rtf, *.xlsx
- Please contact the Managing Editor if you wish to publish supplementary material or cite specific publication formats (e.g., historical maps, archival sources or other unpublished/unedited materials).

Spellings and Punctuation

Only UK spelling can be used. Please follow the [Oxford English Dictionary](#) (OED).

- Italics:
 - Words or expressions in Latin and technical terms:
Examples: *in situ*, *terminus post quem*, *villa rustica*, *chora*, *Keilmesser-Gruppen*
 - Latin species and genus names:
Examples: *Homo sapiens*, *Vitis vinifera* subsp. *Sylvestris*; but: Hominidae (!)
- Dates:
 - Either BC/AD or BCE/CE can be used for historical dates, but be consistent. For BC/AD, the latter abbreviation always precedes the number (e.g., 4500

- BC, AD 450).
 - Historical dates:
 - Examples: 4500 BC, AD 450, AD 320/321, 250s, in the 1930s
 - Radiometric dates:
 - Examples: 2.4 ka BP, 2.4 ka cal BP, 3450 ± 40 BP
 - Periods:
 - Examples: Neolithic, Bronze Age, Late Iron Age, Late Antiquity
- Place names:
 - When a place (e.g., village, town, historical monument, etc.) is mentioned for the first time, please provide the relevant [VIAF number](#) as a general reference. For highly specific locations (e.g., archaeological sites, landscape features, etc.), the UTM coordinates should be provided.
- Numbers, measurements and weights:
 - Please spell out in full numbers up to ten in the text.
 - Units of measurement should always be abbreviated, always following the International System of Units (SI), and all measurements should be expressed in Arabic numerals.
 - Examples: 1.2 m x 0.4 m, diameter from 20 to 22 cm, between 20 and 25 m, 60–80 km, 10 to 15 cm, 25 kg

Figures: In-Text References and Captions

- Examples of references to figures, graphics and tables in the text:
 - (**fig. 1, 3. 10. 15**)
 - (**figs 1-2. 5. 10. 15**)
 - (**fig. 8a-d**)
 - (**figs 1a-b; 2c. g. k**)
 - (**tab. 3, no. 5; fig. 8, find spot 4; pl. 5**)
- Examples of captions:

Fig. 1 Vessel from site no. 21 in Kraków-Ześlawice: **a** drawing. - **b** photo. - (adrawing M. Byrska-Fudali; b photo Karl Gruber, Mödling_Bezirksmuseum_5947.jpg, Wikimedia Commons CC BY-SA 4.0). - a scale 1:5; b without scale.

Fig. 2 Map of Baden-Württemberg (Southwest Germany) showing the geographic locations of the human skeletal remains analyzed in this study. Final Neolithic sites are indicated in orange, Early Bronze Age sites in green: **1** Heilbronn (DE). - **2** Remseck-Aldingen (Lkr. Ludwigsburg/DE). - **3** Gerlingen (Lkr. Ludwigsburg/DE). - **4** Kirchheim unter Teck (Lkr. Esslingen/DE). - (Image A. Spatzier; map: USGS 30 ARC-second Global Elevation Data, GTOPO30, DOI: 10.5065/A1Z4-EE71; OpenStreetMap contributors, www.openstreetmap.org).

Fig. 3 Gold S 31 staters (**1-9**) and silver rainbow staters (**10-15**) probably minted by

the Eburones. – (After Gleba 2012, 233 fig. 9, 16). – Without scale.

Fig. 4 Scales with an embossed outline and a mid-rib from Masada (Southern District/IL) dating to the 2nd half of the 1st c. BC to the Roman siege at 72/73 AD. – (Photo Superikonoskop, Armor_Scales_Massada.jpg, Wikimedia Commons CC-BY-SA 3.0).

Tab. 3 Descriptive list of coin flans and some gold lumps retrieved from the Trappenberg area at Tongeren-Berg. The numbering of the finds corresponds to **fig. 8**. Abbreviations: GRM – Gallo-Roman Museum, Tongeren; CAI – Centraal Archeologische Inventaris, Flemish Heritage Agency. – (Table S. Lismann, GRM).

Citations and Bibliographical References

LJA generally follows the citation guidelines of the [Romano-Germanic Commission \(RGC\)](#), but does not use journal abbreviations in the bibliography. Authors may use acronyms for specific corpora; these must be explained in full in the bibliography. We recommend the use of standard reference management software to uniform citations and bibliographies (e.g., Zotero [<https://www.zotero.org/styles/#importConfirm=deutsches-archaologisches-institut-romisch-germanische-kommission-author-date>], Mendeley, Endnote).

Citations

- LJA only uses footnotes according to the author-date system. Footnotes may also be used for additional information, but to a limited extent.
- If a publication was written by more than two authors, only mention the first author's name with "et al.", but ensure that all authors are listed in the reference section.
- Examples:
 - Müller 1990, 22. 55-56. 60-65.
 - Müller 1990, 22-23; 1991, vol. 1, 101-110; 1999, 12.
 - Müller/Schmidt 2006, 22-28 fig. 10, 2 pls 5. 12 no. 9.
 - C. Schmidt in: Müller 1990, 25-29.
 - Müller et al. 2002a; 2002b; 2002c.

Bibliographical References

- All references are to be grouped alphabetically (by last name) in a separate "Bibliography" section at the end of the manuscript. If necessary, subdivide the section between "Sources" and "References".
- Please do not translate the place of publication into English, but provide the name in the original language.
- Titles originally published in non-Latin scripts (e.g., Arabic, Cyrillic, Greek, Hebrew, Hindi, Japanese, Korean, Pinyin [Chinese]) must be accompanied, in square brackets, by a transliteration into the Latin alphabet in accordance with internationally recognized standards (those of the [International Organization for Standardization](#)). The same goes for non-Latin author and/or place names.
- LJA does not adhere to a particular reference work for abbreviating classical

authors and texts, but authors should follow standard conventions for citations and abbreviations, and be consistent in their use (e.g., the Oxford Classical Dictionary, the Thesaurus Linguae Latinae, Thesaurus Linguae Graecae, and Brill's New Pauly, *Novum glossarium mediae latinitatis ab anno DCCC usque ad annum MCC*). A useful overview can be found [here](#).

- If available and known, LJA recommends specifying the persistent identifier of the online edition or online resource (usually DOI or other stable links like JSTOR), or if not available also eISBN. Please provide the complete link, and not only the identifier. In case of websites, citations must be accompanied by the date of access.

Monograph

- Kiernan et al. 2023: B. Kiernan / T. M. Lemos / T. S. Taylor (eds), *The Cambridge World History of Genocide. 1: Genocide in the Ancient, Medieval and Premodern Worlds* (Cambridge, New York 2023). DOI: <https://doi.org/10.1017/9781108655989>.
- Symonenko 2015: O. Symonenko, *Сарматские всадники Северного Причерноморья* [*Sarmatskie vsadniki Severnogo Pričernomor'â*] (Kyiv 2015).
- Terrenato 2019: N. Terrenato, *The Early Roman Expansion into Italy. Elite Negotiations and Family Agendas* (Cambridge, 2019).

Monograph in a Series

- Adam 1989: E. Adam, *A Technological and Typological Analysis of Upper Palaeolithic Stone Industries of Epirus, Northwestern Greece*. *British Archaeological Reports: International Series 512* (Oxford 1989).
- Roymans et al. 2012: N. Roymans / G. Creemers / S. Scheers (eds), *Late Iron Age Gold Hoards from the Low Countries and the Caesarian Conquest of Northern Gaul*. *Amsterdam Archaeological Studies 18 = Atuatuca 3* (Amsterdam, Tongeren 2012). DOI: <https://doi.org/10.2307/j.ctt46n0nm>.

Book Chapter

- Pappa et al. 2004: M. Pappa / P. Halstead / K. Kotsakis / D. Urem-Kotsou, *Evidence for Large-scale Feasting at Late Neolithic Makriyalos, Northern Greece*. In: P. Halstead / J. C. Barrett (eds), *Food, Cuisine and Society in Prehistoric Greece*. *Sheffield Studies in Aegean Archaeology 5* (Oxford 2004) 14-44. DOI: <https://doi.org/10.2307/j.ctvh1drns.6>.
- Tejral 1994: J. Tejral, *Römische und germanische Militärausrüstungen der antoninischen Periode im Licht norddanubischer Funde*. In: C. von Carnap-Bornheim (ed.), *Beiträge zu römischer und barbarischer Bewaffnung in den ersten vier nachchristlichen Jahrhunderten*. *Akten des 2. internationalen Kolloquiums in Marburg a. d. Lahn, 20. bis 24. Februar 1994*. *Veröffentlichung des Vorgeschichtlichen Seminars Marburg, Sonderband 8* (Marburg et al. 1994) 27-60.

Exhibition Catalogue

- Paulus et al. 2024: Ch. Paulus / M. Nadler / Ch. Ketzer / W. Andres / E. Handle-Schubert / B. Jörgensen / J. Lichtl / A. Scherrer / N. Zödi-Schmidt (eds), *Tassilo, Korbinian und der Bär: Bayern im frühen Mittelalter* [exhibition catalogue Freising]. *Veröffentlichungen zur Bayerischen Geschichte und Kultur 73* (Regensburg

2024). - The place of issue is omitted if identical to the place of publication.

Journal Paper

- Doyen et al. 2019: J.-M. Doyen / A. Jacques / G. Leman-Delerive / A.-V. Munaut / T. Oueslati, Recherches sur l'occupation protohistorique de la fortification d'Étrun (Pas-de-Calais): des légionnaires de César chez les Atrébates? *Revue du Nord* 433(5), 2019, 41-71. DOI: <https://doi.org/10.3917/rdn.433.0041>.
- deMenocal 2001: P. B. deMenocal, Cultural Responses to Climate Change during the Late Holocene. *Science* 292(5517), 2001, 667-673. DOI: <https://doi.org/10.1126/science.1059827>.
- Miedema 1999-2000: M. Miedema, West-Fivelingo 600 v. Chr. - 1900 n. Chr.: Archeologische kartering en beschrijving van 2500 jaar bewoning in Midden-Groningen. *Palaeohistoria* 41/42, 1999-2000, 237-445. <https://ugp.rug.nl/Palaeohistoria/article/view/24991> (20/03/2026).

Lexicon Article

- Jankuhn 1983: RGA 5 (1983) 240-258 s. v. Depotfund, Hortfund (H. Jankuhn).

Unpublished Dissertation/Master's Thesis/Excavation Report

- Hoss 2014: S. Hoss, *Cingulum Militare: Studien zum römischen Soldatengürtel des 1. bis 3. Jh. n. Chr.* [PhD diss., Univ. Leiden 2014]. <https://hdl.handle.net/1887/23627> (14/02/2025).
- Theodoraki 2018: D. Theodoraki, *Θαλάσσιοι πόροι στους νεολιθικούς οικισμούς της Βόρειας Ελλάδας: Εθνοαρχαιολογική έρευνα στην περιοχή του Θερμαϊκού κόλπου και το οστρεοαρχαιολογικό σύνολο των Παλιαμπέλων* *Thalássioi póroi stous neolithikous oikismous tis Vóreias Elládas: Ethnoarchaiologikí érevna stin periochí tou Thermaïkóu kólpu kai to ostreoarchaiologikó sýnolo ton Paliampélon*] [Master's thesis, Aristotle Univ. Thessaloniki 2018]. DOI: <https://doi.org/10.26262/heal.auth.ir.301567>.