

Anthropological Journal of European Cultures

SUBMISSION INFORMATION FOR CONTRIBUTORS

The editors welcome contributions. Authors should submit articles as Microsoft Word or Rich Text Format (rtf) files. Electronic submissions are preferred, but mailed contributions will be reviewed.

Send **articles** to the editor at AJEC@berghahnjournals.com, marked 'FAO Ullrich Kockel'. Authors interested in **reviewing books** or writing **review articles** should contact the reviews editor at AJEC@berghahnjournals.com, marked 'FAO Máiréad Nic Craith'.

Each issue normally has a thematic focus, which is supervised either by a guest editor or a member of the editorial board. Details of themes and editors are normally announced at least two issues in advance. All correspondence should be addressed to the editorial office unless otherwise indicated.

Articles should be **6,000 to 8,000 words** (including notes and references), although longer articles may be considered. Reviews should be 800 words, and review essays must review a minimum of three titles and be 2,000 to 4,000 words.

FORMATTING

The document must be set at the U.S. letter standard size. The entire document (including notes and references) should be double-spaced with 1-inch (2.5 cm) margins on all sides and no extra spaces between paragraphs. A 12-point standard font such as Times New Roman is required for all text, including headings, notes and references. Any unusual characters or diacritics should be flagged by placing the entire word in **red type**.

COVER PAGE

The cover page should provide the title of the article, complete contact information for each author (mailing address, phone number and e-mail), academic affiliations for each author, a total word count, the number of tables and/or figures included and any acknowledgements. Affiliations and e-mail addresses will be posted online for indexing/abstracting purposes.

ABSTRACT/KEYWORDS

The article must include an abstract of no more than **150 words** and **6 to 8 keywords**. The abstract should not duplicate the text verbatim but rather include the research question or puzzle, identify the data and give some indication of the findings. Keywords should be drawn from the content and not duplicate the article title, listed in alphabetical order and separated by commas; only proper nouns should be capitalised.

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PROCESS FOR REFEREEING AND ACCEPTING ARTICLES

AJEC is a refereed journal. Submissions are considered on the understanding that the article is not under consideration for publication elsewhere. Articles are sent to at least two scholars with relevant experience and expertise. Referees are asked to advise the editors whether the article should be published and, if so, with what recommended changes. The editors respond to the author with their decision, a list of any changes needed for the article to be published and the anonymous referees' comments, or a summary thereof.

PUBLICATION

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STYLE GUIDE

The *AJEC* style guide is based on the *New Oxford Style Manual* and *New Hart's Rules* with some deviations based on house preferences. Please be aware that the journal uses **U.K. punctuation and spelling**, following *The Oxford English Dictionary*.

CITATION SYSTEM

AJEC follows the in-text **author-date system**, with full documentation in the reference list. Any other notes should be **endnotes** (using Word's automatic endnote function) and kept short and to a minimum.

Author-Date Examples

(Pickett and White 1985; Smith 1987)
Jones's research (1977, 1979a, 1979b)
(Kant n.d.; McGinnis forthcoming)

Single Author with Multiple Sources: (Smith 1993: 63; 1998: 124–169)

Three or More Authors: (Jones et al. 2001)

Authors with Same Last Name: (D. Smith 1981; G. Smith 1999)

The first mention of an author in the main body text (not in-text citations) should include the first and last name. Multiple sources in a parenthetical note should be listed alphabetically.

REFERENCE LIST EXAMPLES

Book with one author/editor

Fischer, M. J. (2003), *Emergent Forms of Life and the Anthropological Voice* (Durham: Duke University Press).

Wagner, R. G. [1975] (1981), *The Invention of Culture* (Chicago: University of Chicago Press).

Book with multiple authors/editors

Faubion, J. and G. E. Marcus (2009), *Fieldwork Is Not What It Used to Be* (Ithaca: Cornell University Press).

Chapter or other part of a book

Appadurai, A. (1991), 'Global Ethnoscapes: Notes and Queries from a Transnational Anthropology', in R. Fox (ed.), *Recapturing Anthropology* (Santa Fe, NM: SAR Press), 191–210.

Journal article (with DOI number if possible)

Gingrich, A. (2006), 'Neo-Nationalism and the Reconfiguration of Europe', *Social Anthropology* 14, no. 2: 195–217. doi:10.1017/S0964028206002539.

Translations

Cortázar, J. (1969), *Cronopios and Famas*, (trans.) P. Blackburn (New York: Random House).

Translated title

Richard, F., H. Filali, M. Lardi and V. de Brouwere (2003), 'Accouchement à l'hôpital au Maroc ou comment concilier des logiques différentes' [Hospital deliveries in Morocco or how to reconcile different logics], *Revue d'Epidémiologie et de Santé Publique* 51: 39–54.

Article in a newspaper or magazine

Fontanelle, E. C. and V. Mandible (1951), 'Iron Despair: Postwar Bewilderment', *World Spectator*, 6 April.

Paper presented at a meeting or conference

Schweitzer, P. (1993), 'Rediscovering a Continent: Siberian Peoples and the Hunter-Gatherer Debate', paper presented at the Seventh International Conference on Hunting and Gathering Societies.

Thesis, dissertation, or unpublished manuscript

Downer, J. (1975), 'Necessity and Knowledge in the Later Philosophy of Wittgenstein', PhD diss. (University College of North Wales).

Marciniak, E. and Jefferson, N. (1985), 'CHA Advisory Committee Appointed by Judge Marvin E. Aspin: Final Report' (December), unpublished.

Organisation as authoring agent

Metropolitan Housing and Planning Council (1982), *Map 2000: Metropolitan Area Plan for the Year 2000* (Chicago: Metropolitan Housing and Planning Council).

Archive materials

Archive materials may be cited according to the particular kind of archival material being cited. Note that public documents might be cited differently than private documents in archives.

Dedyk, Claudia (1933), Linguistics Memos, Rossiskii Gosudarsvenyi Isoricheskii Arkhiv [RGIA], fond 1129, opis 1, delo 491, 11 February, 74–83, 116–119 (Russian State Historical Archives, St. Petersburg).

Egmont Manuscripts (n.d.), Phillips Collection (Athens: University of Georgia Library).

Slides and films

Mihalyi, L. J. (1977), *Landscapes of Zambia, Central Africa*. Santa Barbara, CA: Visual Education. Slides.

An Incident in Tiananmen Square (1990), 16 mm, 25 min. San Francisco: Gate of Heaven Films.

Websites and blogs

Access dates are only required when no date of publication or revision can be determined from the source.

Fletcher, M. (2007), 'Islanders Who Wait in Vain for Justice and a Paradise Lost', *The Times*, 9 November, <http://www.timesonline.co.uk/tol/news/world/africa/article2835903.ece>.

World Health Organisation (2000) 'Committee on Technical Barriers to Trade – Notification – Mexico – Tequila', docsonline.eto.org/TBT/Notif.00/168 (accessed 9 April 2000).

ARTICLE SUBMISSION CHECKLIST

- ❑ **Copyright assignment form** is signed and submitted (*no later than the final revised article submission*);
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 - Six to eight **keywords** that are in alphabetical order and separated by commas (with only proper nouns capitalised);
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 - Academic affiliations for each author;
 - Total **word count**, the number of tables and/or figures included and any acknowledgements.
 - ❑ For any **Figures**, ensure that:
 - **Placement** indicators and **captions** (with source/copyright information) have been provided in the main text for all figures and tables;
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-

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- Superscript note reference numbers and/or asterisks are not placed on article titles, headings, epigraphs or the contributor's name;
- Contributions are referred to as articles (not essays or papers);
- Numbers less than 100 are spelled out, and all number ranges are non-abbreviated;
- Foreign-language words that are not common in U.K. usage are italicized on every instance;
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