

Atti AIECM2 Venezia 2009

The deadline for submission of contributions on CD-ROM or DVD is December 20th, 2010 at the following address:

Laboratorio di Archeologia 1

Dipartimento di Scienze dell'Antichità

Palazzo Malcanton Marcorà

Dorsoduro 3484/D

30123 Venezia

Italy

Please write on the envelope "PAPER AIECM2".

In order to minimize production costs and to quickly publish documents, we ask the authors to comply with the standards listed below.

The text

The communication must be a maximum 45500 characters including spaces. Images cannot exceed the 3 pages for communications, equivalent to 12 illustrations of the final size of 8.2 x11, 2 cm each, black and white. The length of text will then be reduced by the number of pages occupied by illustrations.

The synthesis paper must be a maximum 71500 characters including spaces. Images cannot exceed the 5 pages, equivalent to 20 illustrations of the final size of 8.2 x11, 2 cm each, black and white. The length of text will then be reduced by the number of pages occupied by illustrations.

The same standards will be met by the publication of posters, for which the maximum length is 19500 characters including spaces (without illustrations) or 6500 characters including spaces and 2 pages of illustrations (equivalent to 8 illustrations of the eventual size of 8, 2x11, 2 cm each).

The texts that will exceed these limits will be returned to the author to be reduced.

Title: should be clear and concise and emphasize the specificity of the proposed study. The name of the author (or authors) should be placed under the title: name SURNAME.

Abstract: In 600 characters including spaces, will determine the contents of the article, focusing on new proposals. Must be translated into a language other than that which is written the text.

References within the text: we prefer that references are included within the text, placed in brackets, rather than in footnotes (AUTHOR SURNAME Date: Page and / or figure. GASCO 1985: 100.) References should refer to the complete bibliography placed at the end of the text (see below).

Notes: continuous automatic numbering, they should be as limited as possible and placed at the end of the text. Their small number restricts the publication costs. The references will be indicated in the text using Arabic numerals.

Bibliography should be placed at the end of the text. If an author has published more than a contribution in the same year, several publications have to be differentiated by letters a, b, c.

Examples for the presentation, punctuation and font used:

- Monographs

SURNAME INITIALS FIRST NAME AUTHOR / S (in small caps; *et alii* - in italics - must be entered in the case of four or more authors) Year, *Title of the book. Subtitle*, Place of publication.

GELICHI S., 1992, *La ceramica a Faenza nel Trecento. Il contesto della Cassa Rurale ed Artigiana*, Faenza.

- Magazine articles

SURNAME INITIALS FIRST NAME AUTHOR / S (in small caps; *et alii* - in italics - must be entered in the case of four or more authors) Year, *Title of article* - in italics -, "Title Review" - full and commas -, volume, number, pages.

GELICHI S., 1984, *Studi sulla ceramica medievale riminese. La "graffita arcaica"*, "Archeologia Medievale", XI, pp. 149-214.

- Essays from miscellaneous volumes, Congress, Round Tables

SURNAME INITIALS FIRST NAME AUTHOR / S (in small caps; *et alii* - in italics - must be entered in the case of four or more authors) Year, *Title of article* - in italics -, SURNAME INITIALS FIRST NAME EDITOR / S (in small caps; *et alii* - in italics - must be entered in the case of four or more editors), (ed. / eds.), *Title of book. Subtitle*, Place of publication, pages.

GELICHI S. - NEPOTI S. 1999, *Le ceramiche architettoniche di Pomposa*, in SAMARITANI A. - DI FRANCESCO C. (eds.), *Pomposa. Storia. Arte. Architettura*, Ferrara, pp. 216-222.

GELICHI S. - LIBRENTI M., 1997, *La ceramica postmedievale in Emilia Romagna: un primo bilancio*, in *Atti del XXVII Convegno Internazionale della Ceramica*, Albisola 1994 (=1997), pp. 13-27.

In the case of anonymous works: *Book Title*, Year, Place of publication.

Illustrations

The illustrations, depending on the choice of the author, may be settled in a full page (or a fraction: ½ for example), in a column or section of the column (8.2 cm wide). In the case of tables, each table

should have a number, while the different images within the table will be designated with a lowercase letter or extra number. The numbering will be continuous for photos and drawings.

The captions of the images should be submitted at the end of the document with a continuous numbering.

All illustrations must be submitted in JPEG format with a minimum resolution of 600 dpi for photos and 600 dpi for tables of drawings.

Illustration references: the reference is inserted **in bold text** as follows: (Fig. and number of the figure). Ex: **(Fig. 13 a) (Fig. 5 and 7.1)**.

The writing of the contribution

The text should be in .Doc. The text will be delivered in its final version. It is mandatory to use the Times New Roman font for text and tables, size 12.

Corrections to the draft will be strictly limited to typographical errors with the exclusion of all corrections of the author (the latter being significantly increase the cost of publication).

The documentation will be composed of the following files, collected in a single folder called AutorSurname. In the case of presence of several authors, you should use the first author in alphabetical order. In case of multiple contributions from the same author, please number them consecutively.

- Text.doc, including notes and bibliography. Please call the file AutorSurname.
- Captions.doc. Please call the file AutorSurname_Captions
- Folder containing illustration.jpeg. Please call the files AutorSurname_Fig1, AutorSurname _Fig2, AutorSurname _Fig3