

AJA

American Journal of Archaeology Revised Manuscript Submission Checklist

This checklist will help you prepare for online submission of your revised, final manuscript for publication in the *AJA*.

- All parts of the manuscript—abstract, text, list of works cited, endnotes, list of figure captions (including source credits), tables, catalogues, appendices—are included, and pages are numbered consecutively. Refer to previous issues of the journal for correct catalogue format.
- Format and spacing of manuscript text follows *AJA* guidelines.
- Figures and tables are in the correct order, correctly labeled, and included in the list of captions.
- Supplementary content follows *AJA* formatting guidelines.
- Text has consistency of spelling, punctuation, and capitalization. Refer to *AJA* Editorial Style (www.ajaonline.org/submissions/editorial-style).
- Greek or other special characters are in New Athena Unicode (<http://apagreekkeys.org/NAUdownload.html>).
- Quoted material is accurate. This is especially critical for quotations in languages other than English. For lengthy quotations in a language other than English, email a copy of the quotation to mmcglin@aia.bu.edu.
- All citations in endnotes, figure captions, tables, catalogues, and appendices are included in the list of works cited and every entry in that list is cited.
- Cited page numbers are correct and fall within the ranges given in the list of works cited.
- All titles in the list of works cited—particularly foreign titles—are accurate for spelling and accents, and all publication information is included.
- All figures meet file type, size, and resolution guidelines.
- Signed author warranty (www.ajaonline.org/submissions/forms) and any permissions to reproduce copyrighted material (<http://www.ajaonline.org/pdfs/AJAPermissionsFormTemplate.pdf>) have been submitted.

All forms and author instructions are available at www.ajaonline.org/submissions/forms.