

## Attachment 1

### Manuscript

- Length: max. 12 standard pages (21.600 characters including spaces)
- Formatting: 1.5 spacing, 12pt Times New Roman
- The manuscript should be organized as follows: Title – Author – Main body text – Acknowledgements – References – Figure Captions
- For the main body text please use the following structure of headings:
  - 1. ...
  - 1.1 ...
  - 1.1.1 ...
  - 1.1.2 ...
  - 2. ...
  - 2.1 ...
- Restrict formatting to bold font and italics; do not use any other formatting commands
- For dimensions use the metric system
- Abbreviations need to be explained
- The maximum size of artwork is 170 x 245 mm
- **Max. four black&white figures and one colour figure for each article can be accepted**
- Illustrations accompanied by captions in the text section should be of high quality and must be numbered
- Figures (illustrations within the text) should be numbered consecutively according to their mentioning in the text
- Figures depicting artefacts, maps, plans and drawings must include a scale
- Text within artwork should be in Arial font and of 8-12pt size
- Do not use frames of the figures
- All artwork must be sent as separate file labelled consecutively, together with the name of the author (e.g. Brezinova\_fig1.tif)
- Digital artwork must be submitted in TIFF-format (\*.tif) or JPG-format (\*.jpg) with a minimum of 300 dpi in publishing size

### References

- Citations in the text are to be formatted as (*Author 2016*, 16) or (*Author – Author 2016*, 16).
- In case of three or more authors the abbreviation “et al.” is used after the first author, e.g. (*Author et al. 2016*)
- Multiple citations within brackets are separated by semicolons (“;”), e.g. (*Author 2016; Author 2015; 2016*)
- All titles cited in the manuscript need to be included in the References section
- References should be listed in alphabetical and chronological order

Example:

*Bravermanová, M. – Březinová, H. 2015: Further Textile Artefacts from the Royal Crypt at Prague Castle (CZ). A Tablet-Woven Silk Band and Fragments of a Child’s Funeral Tunic. Archaeological Textiles Review 57/2015, 104-110.*

*Grömer, K. 2010: Prähistorische Textilkunst in Mitteleuropa. Geschichte des Handwerks und Kleidung vor den Römern. Wien.*

*Kohout, D. – Březinová, H. 2015: An Assemblage of Medieval Archaeological Textiles from Prague: a Study of Current and Original Colours. In: Grömer, K. – Pritchard, F. (eds.), Aspects of the Design, Production and Use of Textiles and Clothing from the Bronze Age to the Early Modern Era. NESAT XII. Archaeolingua Main Series 33. Budapest, 229-238.*