

### **Short instructions for preparing manuscripts**

Each article in the journal (with exception of short reports on grant projects with specific structure) contains abstracts in English language (between 300 and 350 words), key words in English, the main text (max. 1- 1, 5 author's sheet), the resume in German, English (10-15 % of the text's length), bibliography and figures. If the main text is in a foreign language, the resume has to be Slovak.

A complete manuscript in electronic form is submitted by the author to the general editor of the journal, either personally, or via his e-mail address, together with the filled and signed form of the Author's Declaration ([Single-author declaration](#), [Multiple-authors declaration](#)). The editorial board shall not accept a manuscript if the form is not filled in.

### **FILE FORMAT**

Each file must be named by the surname of the author and specification of the file's content.

### **BIBLIOGRAPHY**

When referencing other literature, it is recommended to use the natural-sciences method of referencing. In the list of bibliography do not shorten the journal titles.

#### **Examples**

##### ***Monograph – one author***

Hanuliak 2004 – M. Hanuliak: Veľkomoravské pohrebiská. Pochovávanie v 9. – 10. storočí na území Slovenska. Archaeologica Slovaca Monographiae. Studia 8. Nitra 2004.

##### ***Monograph – more authors***

Geisler/Kohoutek 2014 – M. Geisler/J. Kohoutek: Vysoké Pole-Klášťov. Inventár hromadných nálezů železných předmětů a shrnutí terénních výzkumných sezon 2005 – 2007. Pravěk. Supplementum 28. Brno 2014.

##### ***Chapter in edited monograph or article in conference proceedings***

Henning/Ruttkey 2011 – J. Henning/M. Ruttkey: Frühmittelalterliche Burgwälle an der mittleren Donau im ostmitteleuropäischen Kontext: Ein deutsch-slowakisches

Forschungsprojekt. In: J. Macháček/Š. Ungerman (Hrsg.): Frühgeschichtliche Zentralorte in Mitteleuropa. Internationale Konferenz und Kolleg der Alexander von Humboldt-Stiftung zum 50. Jahrestag des Beginns archäologischer Ausgrabungen in Pohansko bei Břeclav, 5. – 9. 10. 2009, Břeclav, Tschechische Republik. Studien zur Archäologie Europas 14. Bonn 2011, 259 – 288.

***Journal article – one author***

Šalkovský 1994 – P. Šalkovský: Frühmittelalterlicher Burgwall bei Detva. Slovenská archeológia 42, 1994, 155 – 185.

***Journal article – more authors***

Zábojník/Mitáš/Štubňa 2017 – J. Zábojník/V. Mitáš/J. Štubňa: Krištáľový mnohosten z Čataja. K problematike nálezov z horského krištáľu v archeologických súvislostiach zo Slovenska a na susediacich územiach. Slovenská archeológia 65, 2017, 343 – 376.

**TECHNICAL CONDITIONS OF SUPPLEMENTS**

– illustrations inserted in the text editor (e. g. in MS Word) will not be accepted

– type area: 162 x 237 mm

– resolution: drawings min. 600 dpi, photographs min. 300 dpi

– bitmap files format: optimum lossless TIF, in case of JPG without traces of compression or smoothing

– diagrams: the original file in spreadsheet (e. g. MS Excel) with the source data

– tables: alphabetical, created either in a text editor or a spreadsheet; alphanumerical and numerical should be created in a spreadsheet exclusively