

PUBLICATION GUIDELINES

The articles should be in Romanian or in an international language such as English, French, German or Italian. Each author should provide *keywords* and an *abstract*, both in one of the languages listed above.

Authors should use Microsoft Word, according to the sample article format attached to the invitation, also available on the museum's website.

The text should be written using Palatino Linotype font as follows: *title* – 12.5 points, condensed 0.4, bold, uppercase; *author* - 12 points, condensed 0.4; *text* – 10 points, extended 0.2; *footnotes* – 8.5 points, extended 0.4; *abstract* – 10 points, extended 0.2; *bibliography* – 9 points, extended 0.2. For Greek texts IFAO Greek fonts should be used.

Illustrations should be inserted at the end of the article. They should also be submitted separately as TIFF or JPEG, 300 DPI minimum.

Footnotes will be numbered continuously and will be written as follows: author, year of publication, page, figure, table (ex.: PIPPIDI 1967, p. 84, fig. 3/4). Each such abbreviated reference should be fully explained in the *Bibliography*. If references include more than one paper of the same author published in the same year a letter should be included right after the year it was published in. (ex.: PETOLESCU 2007^a, p. 11–19; PETOLESCU 2007^b, p. 97). The *Bibliography*, included at the end of the article, must be in alphabetical order, by author, and in chronological order for each author with more than one title.

Examples:

- for books: author(s), title, volume (number and title), edition, series (collection), place of publication, year of publication.

BUZOIANU & BĂRBULESCU – L. Buzoianu, M. Bărbulescu, *Tomis, Comentariu istoric și arheologic*, seria Bibliotheca Tomitana IX, Constanța, 2012.

DONCHEVA 2007 - С. Дончева, *Медалиони от Средновековна България*, Велико Търново, 2007.

For papers: author(s), year of publication, paper title, name of publication or of collective volume, issue, number, place of publication and editor – for collective volumes, pages of paper.

Example:

COJOCARU 2009 – V. Cojocaru, *Zur Proxenie in den griechischen Städten des pontischen Raumes*, *Pontica* 42 (2009), p. 349-374.

ROBU 2013 – A. Robu, *Sanctuare și relații între cetăți în lumea elenistică: exemplul cetăților Chalcedon și Byzantion*, in: F. Panait Bîrzescu et alii (eds), *Poleis în Marea Neagră: relații interpontice și producții locale*, București, 2013, p. 143-157.

Abbreviations for publication titles, volumes, catalogues, *corpora*, encyclopedias should be written according to *Normele de întocmire a manuscriselor*, Anexes 2 and 3, SCIVA 46, 1995, 3-4, p.356-370. Any abbreviation not included in this list must be fully explained at the end of the bibliography list.

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