

Author's Guidelines

1. Originals must be submitted on A4 format with a maximum of 34-36 lines of 75 characters per page, in Microsoft Word 2003- 2007 preferably, but also in 2010- 2013. No originals will be accepted with greater density of characters per page. The text should be justified avoiding tabulations. The title of the article, author/s and format must be indicated in the label. Authors are encouraged to review texts to avoid errata and facilitate the correction of proofs to the Editorial Board, since just a single proof would be submitted to the authors.
2. The text, artwork, and data of the authors should be sent by email to alfredo.mederos@uam.es. If the images are too heavy the WeTransfer service must be used (<https://www.wetransfer.com>).
3. Papers could be written in the six main languages of Western Europe: Spanish, English, French, German, Portuguese and Italian. And they must be always accompanied by the title and abstract of the article in the same language used in the text, but also by another one in any of the other languages previously mentioned. Abstracts should consist of a maximum of 15 lines with 75 characters per line.
4. Articles must be also accompanied by six key words to summarize their aim, methodology, chronology and geography for any eventual computer search.
5. Papers must be a maximum of 20 pages of text in length, including the bibliography and five illustrations (drawings or photographs) if they fit in the *CuPAUAM* layout (16 × 23,6 cm) or a maximum of ten if they are smaller.
6. Illustrations should be provided consecutively numbered, irrespective whether or tables. Drawings must include a graphic scale adapted to the *CuPAUAM* layout (16 × 23,6 cm) — complete, half horizontal or a quarter. Regarding the thickness of lines and density of shadows in the drawings the necessary percentages of reduction should be considered. The minimum resolution of illustrations will be 300 dpi. The tables of values or data will be integrated in the text. In the event that such a thing is not possible, will deliver like any other illustration so that can be reproduced as a figure.
7. Figures will be displayed in another page. All the captions should be written in Spanish and English, because they are published in both languages. If they belong to other publications the original source must be quoted. The authors are responsible of any eventual cession of the copyright of the illustrations.
8. The name and institutions of the authors should be provided in the heading under the title and before the abstract. At least one email address must be also displayed that will appear as the “corresponding author”. The submitter of the paper will also provide the same data in another page, together with the postal and electronic address, phone number, and the day of submission. In a footnote at the first page the authors will include their institutional or postal mail, email and Orcid number.
9. The American (Harvard) citation system will be used, including always the bibliographic list at the end of the paper, avoiding as far as possible the use of footnotes (see below).
 - 9.1. In short notes (a reference to a work) the name of this work should be displayed in normal characters — not capital letters —, followed by the year of edition, the page or pages and figure or figures, everything between commas. These quotes will appear in the text, between brackets, and not in the end or at the foot of the page.
 - 9.2. Not bibliographical notes, or those including other information together with the surname, year and page/pages, must be displayed at the foot with the bibliographical references as in 9.1.
 - 9.3. At the end of the article a list of the quoted bibliography must be provided, in alphabetical order by the surname of the authors, in lowercase letter excepting the first one. When several works of the same scholar and the same year are quoted they will be distinguished by lowercase letters (a, b, c, d, etc.) included in the references as in 9.1 and 9.2.
 - 9.4. This bibliographical list must include all the complete D.O.I. references available. They will be displayed at the end of the article. To obtain them the authors could use the free application www.crossref.org/SimpleTextQuery/.
 - 9.5. The articles of journals will be quoted as follows: author, year, title enclosed in quotations marks, journal name in italics, number and pages.
 - 9.6. When the references are chapters of collective books will be quoted as follows: author, year, title, name of the editor/s coordinator/s, title of the book, pages, place of publication.
 - 9.7. The name of the authors must be displayed in lowercase letters in the bibliographical list (and also inside the text, see 9.1). The title of the books and articles underlined or in italics, and that of the articles of journals and books enclosed in quotation marks.
 - 9.8. Complete titles of journals or series must be preferably displayed. If abbreviations are used *CuPAUAM* ones should be chosen for Spanish journals, and any other known international standard (*L'Année philologique*, *Archäologische Bibliographie*, *American Journal of Archaeology*) for the foreign ones, but its use is not recommended.

Examples of quotes

- 9.8.1. (Abad Casal, 1991: 185).
- 9.8.2. Recently Abad Casal (1991: 185) pointed out that...
- 9.8.3. García y Bellido, A. (1949): *Esculturas romanas de España y Portugal*. Madrid.
- 9.8.4. Abad Casal, L. (1983): “Un conjunto de materiales de la Serreta de Alcoy”. *Lucentum*, 2: 173-197.

- 9.8.5.** Beltrán Lloris, M. (1987): “La España celtibérica: la segunda Edad del Hierro en el Valle del Ebro”. *Historia General de España y América*, 1.2. Madrid: 255-293.
- 9.8.6.** Jiménez Ávila, J. y A. Guerra (2012): “El Bronce final en Medellín: Estudio preliminar del corte Smro”. In J. Jiménez Ávila (ed.): *Sidereum Ana II. El río Guadiana en el Bronce Final*. Anejos de Archivo Español de Arqueología, 62. Badajoz: 65-110.
- 10.** The articles will be evaluated by at least two external reviewers. If there is not agreement in their opinions, it will be sent to a third reviewer or members of the Editorial Board or the Advisory Board will be called upon.
- 11.** The Editorial Board reserves the right to return the originals not corresponding with the scope of the Journal or not following these guidelines. The Editorial Board could also suggest, following the indications of the evaluation system, eventual modifications of the accepted originals.