

GUIDELINES FOR CONTRIBUTORS TO *IEJ*

The *Israel Exploration Journal* is a refereed journal published by the Israel Exploration Society and the Institute of Archaeology of the Hebrew University of Jerusalem. It appears twice annually. The *IEJ* is devoted primarily to archaeology, epigraphy and ancient history as well as related topics. Submissions are considered by the editors and referred to readers for evaluation.

In addition to articles and preliminary reports on excavations and surveys, the *IEJ* publishes a review section with submissions that have been solicited by the editors.

Submissions should be submitted online to: iej.editors@gmail.com.

Contributions

Contributions should be double-spaced and with ample margins. Notes should appear in the typescript as endnotes and should also be double-spaced. There should be no corrections or additions by hand on the hard copy, with the exception of diacritics.

Contributions should be as concise as possible—preferably no more than 5,000 words (including bibliography and endnotes) and no more than ten illustrations—and should be written in a clear style. The editors try to give priority to shorter articles. Limitations of space prevent the editors from publishing excessively long articles. Reviews should be limited to 1,000 words.

Contributors whose native tongue is not English must ensure that their submission is of sufficient standard, if necessary having a professional English-language editor go over their text prior to submission. The *IEJ* no longer conducts extensive editing of articles, and contributions not up to our standards will not be considered.

IEJ Style

Use British spelling.

Numbers should be separated by N-dashes, not hyphens. Ranges of numbers should be given in full (e.g., 672–689).

CE/BCE should be used, and not AD/BC.

Centuries and millennia should be spelled out (e.g., first century CE, second millennium BCE).

Quotations should be given within single quotation marks.

Consultation of recent issues of *IEJ* is advised.

Bibliographical References and Footnotes

Citations of one or two references should appear within parentheses in the text. In order to avoid breaking the flow of the text, long references should appear as footnotes, as should tangential discussions. Long footnotes should be avoided. References should consist of the author's last name, year of publication and relevant sections, page numbers, lines, etc. If the source is co-authored by more than three collaborators, the references should include the first author's name, followed by *et al.* The full page reference should be given, and not f. or ff. For example:

Goren *et al.* 2005: 21–34

Yardeni 1999: 70, n. 14

A list of all works cited, in alphabetical order by last name, should appear in a reference list at the end of the article.

In the case of multiple authors, all names should appear in this citation.

Only the abbreviations listed on the inner back cover of the *IEJ* should be used; other publications should be referred to in full.

We generally do not cite the name of the series.

The format of the references should be according to the following examples:

Articles

Shatzman, I.

1983 The Beginning of the Roman Defensive System in Judaea, *American Journal of Ancient History* 8: 130–160

Tov, E.

1999 The Characterization of the Additional Layer of the Masoretic Text of Jeremiah, *EI* 26: 55–63 (Hebrew)

Books

Oded, B.

1977 Judah and the Exile, in Hayes, J.H. and Miller, J.M., *Israelite and Judaeon History*, London: 435–489

Macalister, R.A.S.

1912 *Excavation of Gezer* 2, London

Naveh, J.

1978 *On Stone and Mosaic*, Jerusalem (Hebrew)

Stern, E.

1982 *Material Culture of the Land of the Bible in the Persian Period*, Warminster

Theses

Lewis, T.J.

1986 *Cults of the Dead in Ancient Israel and Ugarit* (unpublished Ph.D. diss., Harvard University), Cambridge MA

If more than one chapter in a book is cited, the book should appear as a separate item in the bibliographical list. For example:

Dever, W.G.

1998 Israelite Origins and the ‘Nomadic Ideal’, in Gitin, Mazar and Stern 1998: 220–237

Gitin, S., Mazar, A. and Stern, E.

1998 (eds.), *Mediterranean Peoples in Transition. Thirteenth to Early Tenth Centuries BCE*, Jerusalem

Ussishkin, D.

1998 The Destruction of Megiddo at the End of the Late Bronze Age and Its Historical Significance, in Gitin, Mazar and Stern 1998: 197–219

Where multiple works by the same author are cited, the list should appear in the following form:

Kitchen, K.A.

1998 Egyptians and Hebrews, from Raamses to Jericho, in Ahituv, S. and Oren, E.D. (eds.), *The Origin of Early Israel—Current Debate*, Beer Sheva: 65–131

1982a *Pharaoh Triumphant. Life and Times of Ramesses II*, Warminster

1982b *Ramesside Inscriptions IV*, Oxford

Illustrations

In order to speed up and improve the production of your paper, as well as minimizing the risk of problems occurring in the publication process, we request that you follow these guidelines for submission of your illustrations in digital format. If necessary, please consult a professional photographer or graphic artist in order to submit the illustrations as required. If you prefer, you may, of course, submit the illustrations in non-digital format, as photographic slides or prints, or as original (non-scanned) line drawings.

Labeling of Illustration Files

Each figure should be given as a separate file, clearly titled with the name of the author and the number of the figure (e.g., cohen_fig_1). The captions should be provided as a separate list.

Acceptable Artwork Forms

Digital illustrations should preferably be submitted as TIFF files. Files saved by a commercial-quality graphic program (such as Adobe Photoshop or Adobe Illustrator) are generally the most reliable. You should avoid using applications that cannot save directly in TIFF format.

The JPEG file format uses a compression which, depending on the setting, may render the file unsuitable for print standards. If you submit JPEG files, please be sure to save them at the highest quality available and at the correct resolution for the artwork type (see below).

Unacceptable Artwork Forms

Graphics created using PowerPoint, Excel, Word, and WordPerfect are low-resolution images that are not suitable for professional reproduction, and will not be accepted for production. Line drawings created by AutoCAD are also unacceptable.

Resolution

Photographs should be at least 300 dpi when sized appropriately for production (generally 12.5 cm. width). Many home cameras produce low-resolution images (usually 72 dpi), which are suitable for screen display, but are far below acceptable standards for print reproduction. Consequently, the fact that you can see the graphics on your screen does not automatically entail that it is suitable for production.

Line drawings should be at least 600 dpi when sized appropriately for production.

Half Tones

When using grey in half tones, make sure to use grey levels between 10% and 60%, with at least 20% difference between the levels of grey, in order to avoid difficulty in distinguishing between different elements in your figure. Make the figures as close to final publication size as possible, as reduction can cause levels of grey to drop out. Whenever possible, use different patterns of hatching instead of greys to differentiate areas of a figure.

Colour

As of 2011, *IEJ* is published in colour, and welcomes submission of colour artwork.

Text in Illustrations

Please bear in mind that figures may be reduced in order to accommodate the format of *IEJ*. After reduction, all text should be legible and not excessively large. Please be consistent with type (both font and size) within a figure.

Scales and Other Markings

Illustrations of artefacts should include an unobtrusive scale. Please make sure that the scale is not disproportionate to the size of the illustration as a whole. If at all possible, the scale should be consistent in all illustrations within one article.

Plans should include an unobtrusive arrow indicating the north and any other details you may deem necessary. These cannot be added in the production process.

Consistency between Text and Illustrations

Please make sure that all illustrations are referred to in the text in consecutive order (indicated as “fig. 1”, “fig. 2”, etc., with no differentiation between photos, plans, and other figures).

Please include in the plans any details discussed in the text (e.g., locus numbers and wall numbers) and refrain from unnecessary details in the illustrations.