NOTES TO CONTRIBUTORS

Submission of articles

Manuscripts should be submitted to the publication committee of the Finnish Institute at Athens either by post to the following address: Dr. Manna Satama, Kalliolinnantie 4, 00140 Helsinki, Finland, or by e-mail to: satama@finn institute.gr or ateea.asiamies@gmail.com.

Manuscripts are reviewed by external readers in addition to the members of the publication committee. On the basis of the reviews it will be decided whether the manuscript is accepted for publication or not. The decisions of the publication committee will be announced to the author(s) by Dr. Manna Satama.

When a manuscript is accepted for publication, the authors are asked to submit the final, language-checked, version both in paper copy by post and a document file (*.doc or *.rtf) by email. Greek text must be set with a Unicode font. Pictures and figures can be submitted in photographs, slides, drawings or in digital format (*.tiff or *.jpeg). The required resolution for digital images is a minimum of 300 dpi. Printouts of all digital images are required and they should be sent by post together with the text.

Footnotes

Footnotes (not endnotes) are used. The abbreviation for a page (p.) is used only in situations where confusion might occur. The following abbreviations are preferred: fig. (figure), pl. (plate). Abbreviations f. and ff. are not used but exact references are given instead.

Footnotes consist of the following parts:

- author’s last name
- year of the publication
- referred page number(s)

Examples:

Foley 1981a, 127.
Riginos 1992, pl. 105α.
References to ancient authors should follow the system of *The Oxford Classical Dictionary*, or *Thesaurus Linguae Latinae* for Latin and Liddell, Scott, Jones and McKenzie, *Greek-English Lexicon* for Greek.

Examples:

[Plut.] *De mus.* 30.

Epigraphical and papyrological references should follow the model of *Supplementum Epigraphicum Graecum*.

Examples:

*I*G II 1358B, lines 21–22.
*P. Oxy.* I 5.
*P. Teb.* I 88.

**Bibliography**

Bibliography is included at the end of the text in alphabetical order by last name of first author. The names of the journals and periodicals should be abbreviated according to the system of *L’Année philologique* ([http://www.annee-philologique.com/files/sigles_fr.pdf](http://www.annee-philologique.com/files/sigles_fr.pdf)) or *American Journal of Archaeology* ([https://www.ajaonline.org/submissions/abbreviations](https://www.ajaonline.org/submissions/abbreviations)). The contributors are kindly asked to open the abbreviations in the beginning of their bibliography to help the editorial work. The titles are italicized and only Arabic numerals are used. The bibliographic information should be of the following form:

- author’s (or editor’s) last name and initials of first name(s)
- name(s) of Greek author(s) should be written in Greek unless the publication is in some other language
- title of the article enclosed in single inverted commas
- name of the publication (monographs, journals and periodicals in italics)
- name of the series in parentheses, volume numbers in Arabic numerals
- what edition is in question (if there are several editions)
- place of publication should be given in an English form if there is one (Rome instead of Roma, Munich instead of München, etc.)
- year of publication
- page numbers of the articles
Examples (particular attention should be paid to details of punctuation, capitalization and italicization):


Miscellaneous points of style

Latin and transcribed Greek words and also self-contained phrases (such as longue durée or all’improvviso) are italicized. In the transliteration of Greek words and names authors should follow the system of Oxford Classical Dictionary (for example Aristides Quintilianus, Jocasta, Meleager, Menelaus, Oedipus, Poseidonia, Proclus, Terpander, Teucer, Troezen, etc.).
Inscriptions quoted within the text should be written with a division of lines corresponding to those on the stone.

Example:

Discovered in Euripides Street in Athens was a *locatio horti* dated to 333/2 B.C. (*SEG* 24, 203). The *orgeones* of a *heroon* let a garden around the *heroon* to a private individual for a period of thirty years.

Lines 2–6:

κατὰ τὸ [άδ]: ἐμίσθωσεν
Χάρον [Φ]αληρεὺς καὶ ο-ι ὀργ[εῶ]νες τοῦ ἤρωο
5 τὸν [κῆρ]ον Θρασυβοῦλ-οι

Quotations within the body of the text are enclosed in double inverted commas.

Example:

As topographical references for the Strabonian *heroia* we have “near a city, inside a city for an eponymous hero, on top of a hill, or at the foot of a hill”.

Use square brackets within parentheses.

Example:


Cardinal and ordinal numbers less than 10 should be spelled out. Numbers separated by an Endash should be given in full.

Examples:

Nine lives
Seven deadly sins
10 fingers and 15 strings
Pages 156–159
Years 350–323 B.C. (or B.C.E.)
1984–2009 A.D. (or C.E.)