

### [Deutsche Version](#)

**type area** 268 x 180 mm, two columns; with of one column 87 mm  
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#### **Text:**

**Languages:** German, English, French and Italian. All other European languages will be accepted under the condition that they include an extensive summary in German, English or French.

**Formatting:** as **doc, docx, rtf** or **odt** If that should be not possible use **.txt** format The text - please no previous formating except plant names as *quercus* sp.

**Footnotes:** are to be avoided. exception case: additional text - **no references**

**References:** quoted in brackets, Author year, page: e. g. Schlichtherle 2006, 166 ff.  
At the end of the text an appendix containing the literature list must be included.

Structure: For longer texts a partition into smaller chapters is suggested.

Literature list: We try to keep a uniform appearance of the literature list. Therefore we ask you to use the guidelines of the "Römisch-Germanische Kommission/ Mainz of 1991 and 1992, e. g.: Suter 1987: P. Suter, Zürich "Kleiner Hafner". Tauchgrabungen 1981-1984. Ber. Züricher Denkmalpfl. Monographien 3 (Zürich 1987).

No **Capitals** performed by **Caps Lock key**.

**Authors first name** has to be placed abbreviated in front of the family name e. g. H. Schlichtherle.

**Punctuation: every full stop** is followed by a blank, also with expressions like e. g., etc. and others. Please keep to this, because correction causes a lot of work!

French or Italian texts follow their own punctuation.

### **Figures :**

**Solution of figures:** colour pictures and monochrome raster pictures **300 dpi** based on the intended print dimension; line drawings **600 dpi**

**Scales:** should be included in the figure in order to make it possible to scale the figure to type area space.

**Photographs:** Black and white or colored pictures are fine. They should show good contrast and be as large as the wanted size of the figure, or slightly larger.

**Diapositives:** 35 mm slides

**Copyright:** for the sake of copyright reasons we need Name of the author and if available the organization.

**Tables:** excel or open office format; pdf. width is limited by the type area

**any questions: contact us by [janus@jkoeninger.de](mailto:janus@jkoeninger.de)**

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