

Instructions for Contributors

Ancient Mesoamerica publishes primarily in English but will also feature contributions in Spanish. All papers will have Spanish and English summaries as regular features to enhance scholarly communication. When preparing your contribution, please remember that *Ancient Mesoamerica* unifies several different fields from archaeology to ethnohistory, art history, and beyond. Since we wish to reach nonspecialist readers jargon should be avoided, though some degree of technical language may be proper and necessary. Therefore, authors should strive for clear, lucid prose. The Editors will gladly discuss topics or contents of manuscripts prior to submission.

Ancient Mesoamerica uses the *FirstView* system to publish articles online at cambridge.org/atm ahead of the print edition. Once published online, no further revisions may be made. Articles published online may be cited by their DOI prior to their assignment to an issue. Articles may not be published in print in the same order in which they appear online, but will be assigned to an appropriate issue by the Editors. Articles as part of Special Sections will be published together online ahead of the print edition.

Manuscript Submission

Doctoral candidates as well as established scholars are encouraged to submit to *Ancient Mesoamerica*. Submissions from doctoral candidates must be accompanied by a letter of commendation from their project director or dissertation supervisor. All manuscripts should be submitted via *Ancient Mesoamerica's* online submission system, which can be found at: <https://mc.manuscriptcentral.com/atm>. An abstract of 150 words or less and a longer summary (1–2 double-spaced pages) of the paper in Spanish should be included. A manuscript is limited to 10,000 words and 20 images for an independent submission. A manuscript that is part of a Special Section should range between 5,000 and 7,000 words, with up to 20 images. We do not permit the use of footnotes and endnotes except in very rare instances. Critical information should be included in the text. The order of manuscript elements should be as follows: title page (excluding author information), abstract, main text, Spanish summary, references, tables, and figures. Tables and figures should be numbered consecutively using Arabic numerals. Spanish *resúmenes* not written in fluent, grammatical Spanish will be returned to the author for corrections and will delay publication.

Peer Review Procedures

Ancient Mesoamerica operates a double-blind peer review policy. Submissions should be anonymized and stripped of identifying information, and should be accompanied by a title page providing the following information: all authors (specifying the corresponding author), emails, affiliations, and acknowledgements.

Each contribution will be reviewed by two or more outside readers who will make recommendations to the Editors concerning revision of the manuscript, acceptance, or rejection. Reviewers may choose to remain anonymous; in any case, comments will be passed on to the authors.

Editorial Style

Please refer to the *Ancient Mesoamerica Style Guide*, adapted from the *SAA Style Guide*, which can be downloaded from <https://www.cambridge.org/core/journals/ancient-mesoamerica/information/instructions-contributors>. The treatment of accents differs from that of the *SAA Style Guide* in that *Ancient Mesoamerica* uses accents only for names and place names of European origin, e.g. *Monte Albán*, *El Baúl*, but not *Teotihuacan*, *Mayapan*. However, quoted and cited material should reflect the spellings in the original source and personal names should, of course, follow accepted spelling. Contributors are

advised to peruse published volumes of the journal before submission to familiarize themselves with the style and format of the journal, including the treatment of subheadings, captions, and tables.

Citation and Reference Style

References should generally follow *American Antiquity* style. Please note that “in press” or “in preparation” references should not be used. A date should be provided for all references, and references should clearly state where readers may obtain copies of unpublished manuscripts. Authors’ full first names, rather than initials, should be provided. Page numbers should be provided for all citations of specific data. Sample references:

Ashmore, Wendy, and Jeremy A. Sabloff

2002 Spatial Orders in Maya Civic Plans. *Latin American Antiquity* 13:201–215.

Bronson, Bennett

1968 Vacant Terrain. Unpublished manuscript on file, Dumbarton Oaks, Washington, DC.

Cabrera Castro, Rubén, and Sergio Gómez Chávez

2008 La Ventilla: A Model for a Barrio in the Urban Structure of Teotihuacan. In *Urbanism in Mesoamerica, Vol. 2*, edited by Alba Guadalupe Mastache, Robert H. Cobean, Ángel García Cook, and Kenneth G. Hirth, pp. 37–84. Instituto Nacional de Antropología e Historia, Mexico City, and The Pennsylvania State University, University Park.

Gonlin, Nancy, and David M. Reed (editors)

2021 *Night and Darkness in Ancient Mesoamerica*. University Press of Colorado, Louisville.

Maldonado, Blanca, José Luis Punzo, Thilo Rehren, Juan Julio Morales and Avto Gogichaishvili

2017 Primary Copper Smelting in Mesoamerica: A Case Study from Central Michoacán. Paper presented at the 82nd Annual Meeting of the Society for American Archaeology, Vancouver.

Final Submission

After a contribution is accepted, the Editors will require a manuscript file in a common digital format, such as Rich Text Format (RTF), Microsoft Word, or WordPerfect. Best practices for the production of digital manuscripts should be followed. Illustration files should be provided in ready-to-print, high-quality digital formats, according to the following basic guidelines:

Line drawings (including stippled drawings): 1200 dots per inch (dpi), bitmap (1-bit) color mode, TIF format

Alternative for line drawings: Vector-based images may be submitted in Illustrator, EPS, or PDF format

Halftone drawings and photographs: 300 dpi, 8-bit grayscale color mode, TIF format

Dots per inch (dpi) values given are for images at final printed size. Authors who prefer to submit non-electronic, camera-ready artwork should contact the editors for further information. Color images for print are at the author's expense if desired, but are free for the online publication.

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