

Compact Section Proposal Instructions and Form for *Ancient Mesoamerica*

Ancient Mesoamerica provides an excellent venue for publishing a select group of papers from a symposium at a professional meeting, the results of a collaborative research project, or a set of well-researched papers on an in-depth analysis of a specific topic or site, or papers using a method on a series of sites for broader interpretations. The journal receives a large number of proposals so that acceptance is highly competitive and must be approved by the Journal Boards.

A Compact Section should contain an introductory article followed by short articles that convey specific components of new data and their interpretations. The total length should be no longer than that of a Special Section (40K words), but the composition is different to provide distinct authorship credit to those contributing data to the overall results. The introduction should be written by the Coordinator(s) and it should summarize the topic and the data that follow; it should be at most 7,000 words in length, exclusive of references and with up to 20 figures. This introduction can be followed by up to 11 shorter data papers, each a maximum of 3,000 words and up to 9 figures, exclusive of references. All papers in a Compact Section are published online only. The use of color illustrations is possible for online publications.

The Coordinator(s) should complete this form by filling in all information so that the proposal for the Compact Section may be fairly evaluated by the Editors and Editorial and Advisory Boards. Incomplete forms will be returned and will not be evaluated. Please submit this document as your proposal.

Roles for the Special Section:

There are 4 main roles involved in a Compact Section: Coordinator(s); Authors; Editors; and Journal Boards.

Coordinator(s):

The role of the Coordinator (either one or two scholars) is to arrange a coherent and thematic group of short, compact scholarly papers (up to 11), plus an introductory paper that clearly refines the subject matter; to ensure the high quality of each contribution; to confirm that authors submit their contributions by the stated deadline for ScholarOne; to ensure that authors revise their contributions if necessary and re-submit on time. The Coordinators write an introduction to the Compact Section (7,000 words maximum) that must follow the same deadline for uploading papers to ScholarOne. A Coordinator is not a Guest Editor, though Coordinators should review all papers before submission to ScholarOne to verify a high quality and adherence to the theme.

Author:

The role of an Author is to submit the scholarly manuscript by the stated deadline, following the guidelines of *Ancient Mesoamerica*. The Coordinator(s) should vet the paper before the author uploads the manuscript to ScholarOne. Each author needs to confer with the Coordinator(s) since there may be an earlier deadline set by the Coordinator(s) than the one for ScholarOne. Once the Compact Section is complete, each paper is sent to a minimum of two reviewers, and up to five reviewers, through the double-blind process established for the journal. Inclusion of a paper in a Compact Section, however, does not guarantee its acceptance for publication in the journal.

Journal Editors:

Journal Editors will review the proposal to ensure its completeness before its review by the Journal Boards. The Editor will circulate the proposal to the Boards for feedback.

Journal Boards:

Board members will have two weeks to send comments on the proposal to the Editors.

The Coordinator(s) will be contacted after review to determine the proposal's appropriateness for the journal. If accepted, it is the Coordinator's responsibility to ensure high quality thematic contributions that fall within the stated length (7,000-word introductory analysis and up to 11 papers that are a maximum of 3,000 words each).

Last updated July 2022

Compact Section PROPOSAL FORM

<p>1A. Coordinator (please submit a CV with relevant experience in addition to this document)</p>	<p>Full name: Title: Affiliation: Address: Email Address: Phone: ORCID:</p>
<p>1B. Coordinator #2 – this role is optional. (please submit a CV with relevant experience in addition to this document)</p>	<p>Full name: Title: Affiliation: Address: Email Address: Phone: ORCID:</p>
<p>2. Title of Compact Section</p>	
<p>3. Abstract of Compact Section (300 words)</p>	
<p>4. Justification: Explain why <i>Ancient Mesoamerica</i> should publish this Compact Section: What is unique, timely, and relevant about this section that warrants publication together as a group of papers? What is its relevance to the aims and scope of the journal?</p>	
<p>5. Number of expected papers to be published in this Compact Section</p>	
<p>6. List of Authors, e-mails, affiliations, Paper Titles, and Abstracts (200 words each)</p>	
<p>7. Submission deadline for upload to ScholarOne (all authors must adhere to this deadline for inclusion in the Compact Section)</p>	