STUDIES IN LATE ANTIQUITY

Studies in Late Antiquity: A Journal (SLA) Author Guidelines

General Contacts

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Books for review:

Books for review should be sent to the appropriate book review editor. Please inquire with studiesinlateantiquity@ucpress.edu before mailing. We'd be happy to help find the best home for these books and requests.

Notes to Contributors of Articles

SLA is a double-blind, peer-reviewed, online international journal devoted to scholarship on a wide range of topics pertaining to the world of Late Antiquity (150 – 750 CE): Archaeology, Cultural Geography (including Cartography), Economics, Environmental History, Ethnography and Race, Gender & Sexuality, History (including Cultural History), History of the Arts (including Architecture, Art, and Music), Law, Literature and Rhetoric, Material Culture (including Codicology, Epigraphy, Numismatics, and Papyrology), Historical Demography, Philology, Philosophy, Reception, Religion, Science (including Medicine and Technology) and Theology. A defining focus of the journal is fostering multi- and interdisciplinary research that emphasizes the interconnectedness of the Mediterranean with other parts of the late ancient world: Africa, Anatolia, Arabia, the Baltic, the British Isles, Central and Western Asia, China, Europe, India, the Mediterranean, Persia, Scandinavia. Comparative and methodologically innovative papers are especially welcome.

Articles should not be previously published and should demonstrate a full command of the scholarly literature and available sources. They should proceed beyond the presentation of these materials to make original interpretations and draw new conclusions. Authors should pose arguments in a way accessible to *SLA*'s intended audience. Please use gender-inclusive language (i.e., humanity, not man, people, not men). **Translations of ancient (or modern) texts should not, however, be more or less gender-inclusive than the original language.**

Manuscript Submissions

Manuscripts should be uploaded directly to *SLA*'s Scholastica site at https://sla.scholasticahq.com. Please note that if you have not previously submitted to *SLA* through the Scholastica system you will need to create an account in order to do so.

Please do not email manuscripts directly to the editorial office unless requested to do so by a member of the editorial office.

Contents of the Initial Submission

Initial submissions must include three separate files, presented in this order:

1. Abstract as a Word file
2. Text and accompanying endnotes as a Word file
3. Captions with illustration sources as a Word file (as appropriate)

In addition, please include:
1. Keywords
2. Low-resolution image-files of all images, uploaded as individual files (see instructions below). Do not place images together on a text document. If an article is accepted for publication, you will then be required to provide high-resolution TIFF files (see instructions below).

Form of the Manuscript

1. The author's name (or authors' names) should not appear in the manuscript or be used in the file name of any electronic submission. All files should instead be named with a key word from the title of the article. Cite works by yourself in the third person; do not include personal notes (acknowledgements, thanks, references to oral presentation, etc.). You may add these later, if the article is accepted. Please remove personal information from the file altogether before submitting it to *SLA* through Scholastica.

2. The abstract, text, endnotes, and captions/sources must be double-spaced and formatted for printing on standard-size paper (8½ x 11 inches or A4). Files should be set to print a maximum of twenty-five lines per page in twelve-point type (ten to twelve words per line). Pages must be left-justified and numbered consecutively throughout each file. Do not use automatic numbering for the caption list or numbered lists.

3. Footnotes are not acceptable. Notes must be supplied as double-spaced endnotes at the end of the article using the Endnote function in Word. As a rule, notes should not exceed two-thirds of the length of the text. Please note, we do not include a bibliography.

4. In no more than 250 words, the abstract should summarize the argument and define the methodological approach of the article. It should be written in the third person.

5. *SLA* aspires to have a broad, interdisciplinary readership extending beyond research in the Mediterranean world. For this reason, please do not use abbreviated journal titles or other arcana (e.g., papyrus collections, etc.).

Editorial Quick Guide

We follow the most recent edition of *The Chicago Manual of Style* (chicagomanualofstyle.org).

Words and Numbers

1. Spelling
    a. Use current American spelling and typographical practice. *SLA* uses the Merriam-Webster Collegiate Dictionary (http://www.merriam-webstercollegiate.com).
2. Names and titles
    a. After the first mention, the last name of a person, living or dead, will suffice unless clarity requires a title or additional name.
    b. Place names
        i. Authors should take care to use the most appropriate late ancient names for cities, regions, provinces, states, and other toponyms. Modern names should conform to internationally recognized usage.
3. Foreign languages
    a. Quotations from foreign languages must be translated in the text, with the original in the endnote, if necessary.
    b. Isolated foreign words should be italicized unless they have been adopted in English (cf. Merriam Webster's dictionary).
        i. For example, corpus and corpora, but *negotium*.
        ii. Full foreign-language quotations should be in Roman type and put within quotation marks.
        iii. Foreign personal titles, names of buildings, monuments, rooms (Ara Pacis), institutions (Museo dei Conservatori), and the like are not italicized.
4. Ancient languages
    a. *SLA* will print citations in original languages. Be sure to check these citations very carefully both before submitting your final manuscript and when you receive your proofs.
        i. Transliteration of words should follow the standards set out in the *Journal of Biblical Literature* guidelines (117 [1998]: 558-59).
        ii. We prefer that you not use circumflex (^) to indicate long vowels in Greek, but rather indicate a macron by coding before and after the letter as follows: <mac>o</mac>.
    b. Use parentheses around phrases for ancient language phrases embedded in translation. Avoid square brackets for this purpose, as square brackets indicate ellipses.
5. Numbers and dates
    a. Use figures for cardinal numbers and ordinal numbers over 100.
    b. Use figures for all measurements.
    c. Form the plural of decades without an apostrophe: "1950s."
    d. Dates should be given in the following forms: "25 December 800," "25 December," "December 800," and "798–99."

e. Centuries should be spelled out: "fifth century CE" and "fifth-century building."
f. Use BCE/CE to denote time periods (not B.C.E./C.E. nor B.C./A.D.).
g. Use en dashes for number ranges, including in citations, e.g., (28–29).

Citation

The aim of citation is clarity and scholarly verification; in the end, it is the author's responsibility to make sure that such references are accurate and will serve to instruct and aid the readers of *SLA*. When in doubt, more information is better.

1. **Critical editions**. To ensure scholarly accuracy, authors publishing with *SLA* should cite critical editions of ancient texts when possible. Please spell out the full title in the first citation and subsequent reference to the short title.
2. **Translations** should generally be by the author of the article. If someone else's English translation is cited in the article, that translation must be referenced in full (as a modern work: see below on first and subsequent citations of secondary literature).

Endnote Style

6. Please avoid use of idem/eadem and ibid. Instead, use the standard shortened citation of a work, including page number. Additionally, avoid use of f., ff., and passim and use page ranges wherever possible.

7. Foreign language titles:
   a. For issues of capitalization, please consult the most recent edition of the *Chicago Manual of Style* (CMS). In general, and when in doubt, follow CMS's recommendation to capitalize foreign language titles in sentence-style: that is, using capitalization conventions of normal prose in the original language. Where CMS allows for variation, authors must ensure internal consistency.
   b. Exceptions and notes:
      i. French exception: For short titles "beginning with a definite article (Le, La, L', Les), the article and the first substantive (noun or noun form) and any intervening modifier are capitalized (e.g., La Grande Illusion)." (CMS 11.27)
      ii. Renaissance and modern Latin titles can usually be capitalized headline-style (see 8.159). e.g., Religio Medici.
      iii. For languages usually transliterated but without universally used systems for capitalization, such as Hebrew and Arabic, writers may follow normal English usage or eschew capitalization altogether, per CMS.

8. SLA Endnote Examples
   a. Critical editions:

        i.   First citation:
                1. Gregory of Tours, *Libri historiarum decem* 9.32, in *Gregorii episcopi Turonensis libri historiarum X*, ed. Bruno Krusch and Wilhelm Levison, Monumenta Germaniae Historica Scriptores Rerum Merovingicarum (Hanover: Hahn, 1951), 1.1:451.
        ii.   Shortened citation:
                1. Gregory of Tours, *Libri historiarum decem* 9.32 (Krusch and Levison, MGH SRM 1.1:451).
        iii.   Abbreviations:
                1. All series and titles must be written out fully in the first instance. Abbreviations may be used thereafter.

b. Journal Articles:
        i.   Blossom Stefaniw, "Feminist Historiography and Uses of the Past," *Studies in Late Antiquity* 4, no. 3 (2020): 260–83.

c. Books with multiple editors (eds. Vs. ed.)
        i.   To cite the whole book: Kristina Sessa and Kevin Uhalde, eds., *Scale and the Study of Late Antiquity: Collected Essays from the 14th Meeting of Shifting Frontiers* (Bari: Edipuglia, 2023).
        ii.   To cite a chapter in the book: Konstantinos Roussos, "A Multi-Scalar Approach to Ports and Harbors of Crete in Late Antiquity," in *Scale and the Study of Late Antiquity: Collected Essays from the 14th Meeting of Shifting Frontiers*, ed. Kristina Sessa and Kevin Uhalde (Bari: Edipuglia, 2023), 15–34.

Miscellany
1. Abbreviate the title of this journal as *SLA*. Any other such abbreviations in the notes should be spelled out on first mention.
2. Author Title
    a. No academic titles in copy, only author affiliation: for example, Kristina Sessa, Ohio State University.
3. Italicize exhibit names.
4. Online material citation:
    a. For citations of publications online, we will leave URLs visible.
    b. We will not include access dates in reference to online publications.
5. Always capitalize Late Antiquity and lowercase late ancient/late antique (without hyphen).
6. For names, always add the possessive s: *Eusebius's.*
7. Preference is given for titles in their original language. In some cases, titles may be transliterated in Latin script, or English may be used when following scholarly conventions.
8. Figures
    a. Figures should be labeled in regular font (not bold).

b. For in-text references to figures, spell out and capitalize "Figure".
c. Use Chicago style for dimensions of objects (height, width, depth – not labeled but always in the same order).
d. Example:
    i. Figure 5. Jonah panel, Huqoq synagogue, nave. Photo by James Haberman, courtesy of Jodi Magness.

Captions (including illustration sources)

Illustrations should be numbered consecutively in the order in which they are mentioned in the text.

The order of information: figure number, designer (if known), name of the building or object, location, date, brief description (if necessary), and source (using the wording prescribed by the copyright holder, if necessary). Subsequent references may be shorter than the first one.

Example:
Figure 1. Mosaic above the Imperial Door in the narthex of Hagia Sophia, Istanbul. Photo by H. A. Drake.

Illustrations

If a manuscript is accepted for publication, the author must provide high-quality illustrations. They must follow the specifications below.

Digital images (preferred format)
- 300 dpi minimum at 5 inches wide or 3.6 megapixels. Images need not exceed 1200 dpi.
- To support zoomability, resolution must be high enough to allow identification of relevant details, usually 600 dpi or higher.
- Saved as RGB for color, or grayscale for monochrome. Color is preferred.
- Saved in TIFF format.
- Line art must be scanned at 1200 dpi in bi-tonal mode (1-bit). For more information, see Penn State Press's website, mentioned below.
- File name should include the primary author's name and figure number.

Scanning images from books or other publications results in lower quality images. Please avoid using scans, but if their use is absolutely necessary, the

author is responsible for correcting pattern (descreening) in Photoshop and alerting *SLA* to the problem.

For additional information regarding the preparation of digital images, including line art, please see the Penn State website: https://www.psupress.org/books/author_resources/author_digsub.html, particularly the section on halftones. This site details the descreening process and other ways to avoid problematic issues that often arise with scanned images.

Video
- Resolution: Recommended: 1280 x 720 (16 x 9 HD) and 640 x 480 (4:3 SD). There is no required minimum resolution, though in general the higher resolution the better. For older content, lower resolution may be unavoidable.
- Bit rate: Because bit rate is highly dependent on codec, there is no recommended or minimum value. Videos should be optimized for resolution, aspect ratio, and frame rate rather than bit rate.
- Frame rate: The frame rate of the original video should be maintained without resampling. Pull down and other frame rate resampling techniques are strongly discouraged.
- Codec: H.264, MPEG-2 or MPEG-4 preferred.
- File types: .3gp, .avi, .mov, .mp4, .mpg, .flv, .swf, .mkv
- File size: Up to 1 GB
- Duration: Up to 10 minutes
- File name should include a key work from the title and figure number.

When in doubt, convert files to MPEG4 video with MP3 audio, or follow YouTube guidelines.

Audio
- Codecs: MP3 or AAC preferred.
- File Size: Up to 100 MB
- Duration: Up to 10 minutes
- Sampling rate: 44.1 kHz. For older content, lower frequencies may be unavoidable.
- Bit Rate: 128 kbps preferred. For older content, lower rates may be unavoidable.
- Channels: 2 (stereo) preferred.
- File name should include a key word from the title and figure number.

The Publishing Process for Accepted Articles

When an article is accepted for publication, the editor will provide detailed instructions about the requirements for final submission. The final submission must include illustrations that meet the standards outlined above.

Upon acceptance, the manuscript will be copyedited to conform to the *SLA* house style. The copy editor will send copyedited essays, articles, and reviews to their respective authors for review and approval.

Author's Agreement and Permissions

When a manuscript is accepted for publication, the author will be sent an author agreement that must be signed and returned to the editor. Authors must also obtain permission to reproduce illustrations when necessary and pay copyright fees and other costs. Copies of the written permissions should be attached to a copy of the captions/sources lists and accompany the signed author's agreement. Please consult the [UC Press Journals Authors Permissions Resources online.](#)

Queries

If you have questions about the format of a submission or you wish guidance as to whether a subject is appropriate for *SLA*, please write directly to the editors at rboustan@princeton.edu and kristinamsessa@gmail.com.

Guidelines for Obtaining Image and Permissions

SLA requires that authors clear rights to images for reproduction in *Studies in Late Antiquity: A Journal*. You may need to obtain both a loan permission from an image lender (e.g., a museum or a photo bank such as Art Resource) and a copyright permission from the rights holder for the work (e.g., an artist or agent).

Artworks whose creator died more than 70 years ago are no longer in copyright. For such works, the only copyright may be that of a photography who created the photo of the artwork. Or there may be no photographer's copyright—if, for example, you take the photo yourself. If there is no copyright, then you only need

to rent or purchase or take a photo, and the paperwork need only cover that transaction.

If the artist or architect died less than 70 years ago, or if the work was created by a corporate entity (e.g., an archeological services company) fewer than 125 years ago, copyright is still in effect. (Copyright has this length of term in most countries worldwide). In such cases, you need to obtain permission from the rights holder as well as rental of a photo.

Tips for Obtaining Image Permissions
- Begin to request pictures and permissions as early as possible. Some sources are slow to respond to requests.
- Do the necessary research. Find out who handles permissions for a given artwork or museum. If you need help understanding this process, contact the editor.
- Scope of rights: request world English-language rights.
- Request online/digital permission as well. Some lenders are uncomfortable granting permission for online use. You can explain to them that *SLA* is archived permanently on the University of California Web site.
- As a scholar publishing in a nonprofit academic journal, you can and should negotiate fees. Many rights holders ask high fees, but most will lower them for a scholarly purpose.
- When submitting your final manuscript and images, enclose photocopies of all the signed permissions and any other documents you receive from rights holders and image lenders. Please write your name and the corresponding figure number at the top of each permission document (fig. 1, fig. 2, etc.) Since you are legally responsible for clearing rights, you should keep the originals permanently. If the deadline for the pictures has arrived and you have the pictures but not all the paperwork, please send the picture with your manuscript, those documents you have, and a letter explaining the status of the outstanding permissions. Forward copies of the remaining documents as soon as they arrive.
- **Art photographed from a book.** Most books print "picture credits" in the front or back, indicating the source of each image. Be sure to consult the credits section of a book before you scan an image from it. If there is no credits page, and the work or photo of the work is not out of copyright, then you may need to write to the permissions department of the publisher to request contact information for the rights holder.
- The publisher of a book is usually not the copyright holder for an artwork reproduced in the book. The museum that owns an artwork is usually not the copyright holder for that artwork, though it may assert copyright over a photo of that artwork. Thus, loan forms for the

rental of a photo, scan, or transparency are not necessarily the same as copyright permissions.

- **Lengthy text excerpt** may also be in copyright. Fair-use laws permit you to quote within reason (and at length in a review of the book), but in general if you quote at length from a copyrighted text (including a modern copyrighted translation of an old text), you should request permission from the copyright holder (usually the author or publisher)

This document was adapted with gratitude from the guidelines prepared by the College Art Association (9/1/08).

Notes to Writers of Book, Exhibition, and Media Reviews

Reviews are solicited directly by the review editors. Reviewers are free to express their own opinions, but the editors retain normal editorial responsibilities, including the right of rejection.

The length of reviews should not exceed 1,500 words unless otherwise specified by the review editor.

Reviews should include a description of the book's or exhibit's contents as well as the reviewer's critical assessment. The review author's name and institutional affiliation should appear at the bottom of the text.

Book reviews must be headed with this information: author of the book, title, place of publication, publisher, date, number of pages, number of color and black-and-white illustrations, price, and ISBN. Prices in currencies other than USD are okay to use. For books with both a print edition ISBN and an ePub ISBN, please include both and indicate which is which.

Exhibit reviews must be headed with the following information: exhibition title, museum name or exhibition venue(s), location (city and state or city and country), complete exhibition schedule dates; if an exhibition catalogue is also reviewed, please provide bibliographic information as for book reviews.

All text, including book review headings, shall be double-spaced. Manuscripts should conform to the requirements laid out in the section on "Notes to Contributors of Articles."

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