Cremoble School of Architecture - France **NILE'S EARTH** INTERNATIONAL CONFERENCE A-6 JULY 2023 **BUILD CONFERENCE**

- Length of the articles: between 3 500 and 5 000 words, including the summary, the bibliography, authors' biographical notices and captions of the illustrations.
- > Number of illustrations: 8 to 12
- > Length of the text is to be balanced with the number of illustrations, according to the table below:

Illustrations	Text (words)
12	3 500
11	3 875
10	4 250
9	4 625
8	5 000

- \rangle The article is written in one single column
- > The title of the article fits on one line, in Arial 14, bold, black.
- > 1 line break (font size 14).
- > Then comes the reminder of the theme and sub-theme in which the article is situated, in Arial 12, bold, black.
- \rangle 1 line break (font size 12).
- Name of the authors, in Arial 10, bold, black, immediately followed by the name of the authors' institutions, in Arial 8, light, black.
- \rangle 7-line breaks (font size 8).
- > The summary is written in 200 words maximum. It presents the objectives, methods and results.
- > 7-line breaks (font size 8).

WRITING THE ARTICLE

- > The article is written in Arial 12, light, black. English is used. No personal enrichment of the text is proposed.
- > 1 line break (font size 26).
- > The article then begins with an introduction, written in 300 words maximum (different from the summary).
- The author(s) develop(s) the article in a determined number of parts, as he/she wishes.
 - The titles (1, 2, 3 ...) of each part, after the introduction, are written in Arial 12, bold, black, capital letters.
 - The subtitles of each part (1.1., 1.2., 1.3. / 2.1., 2.2....) are written in Arial 12, bold, black, lower case.
 - 1 line break between the end of a part (1, 2, ...) and the next (font size 26).
 - o 1 line break between the end of a sub-part (1.1., 1.2., ...) and the next one (font size 20).
- > The article ends with a conclusion, which updates the results of the program, the research project or the interest of the case study and the perspectives for future development.

ILLUSTRATIONS

Illustrations can be photographs, drawings, graphs and tables. Each proposed illustration is referenced in the text (Fig. 1 / Fig. 2, etc.). The caption of each illustration is written on a maximum of one line, in Arial 10, light, black, in italics.

AUTHORS' BIOGRAPHICAL NOTICES

Maximum of 3 to 4 lines, in Arial 10, light, black

BIBLIOGRAPHY, ABBREVIATIONS, ACRONYMS, FOOTNOTES, ETC.

See IFAO documents



EDITORIAL GUIDELINES

2022

I. ICONOGRAPHIC GUIDELINES

Resolution and formats

As far as possible, files must be "ready to print", that means requiring no adjustment.

Provide source files only, proscribe photocopies or printed documents; scans have to be done from a scanner only (photocopier should be banned), with 300 DPI resolution for coloured or grey-level pictures and 600 DPI for line drawings; their scale in the book cannot exceed the scale of the original pictures.

Provide source files only with a JPG, TIFF or RAW extension for photographs and preferably an AI extension for plans and drawings; PSD files are accepted; Excel (XLS) should be banned; JPG or TIFF files associated to an Illustrator files have to be joined as links ("linked" pictures—ban "embed" pictures), and thus provided with the AI file within a dedicated folder.

Illustrator Files (AI)

Scale/Size: respect the template of the publication.

Lines: the minimal thickness is 0,25pt for plain lines and 1,5pt for screened lines; delete any useless objects, elements and layouts.

Font: use Cronos Pro or a single Unicode font with no wheelbase.

Layers: the flattening of the layers in Illustrator and Photoshop should be banned; the text within the file has to be modifiable by word processing.

Photographies (JPG, TIF or RAW)

Quality: check the clearness of photographs.

Resolution: the requested resolution for printing if 300 DPI for photographs, and at least 600 DPI (preferably 1200 DPI) for layout drawings in Bitmap (black and white) format. [On Photoshop, go to "Image size": to control the resolution, link "Width", "Height" and "Resolution": a 300 DPI resolution has to give a sufficient size in centimeters in the final format.]

Presentation and page layout

Precise the origin of the photographs and the copyright: provide the authorizations.

Number each document, one after the other, continuously as "fig."; proscribe numbering by plates.

Provide a preliminary layout precising the size and place of the images in the text, or fulfill the chart of iconographic treatment sent by the editorial service, with all the details useful for the layout.

II. PRESENTATION, WRITING AND DELIVERY OF THE MANUSCRIPT

Delivery of the manuscript

The complete folder of the manuscript is being sent in the electronic format and it includes:

- the text in a Word format, the charts in the Excel or Word format;
- the iconographic folder with the list of elements provided (figures, plates, legends, copyrights) and the preliminary layout or the chart of iconographic treatment;

The editorial service assesses formally the manuscript upon delivery: calibration, quality of illustrations, presentation of the text and the bibliography, transliteration and toponymy according to the guidelines of the IFAO.

During the amendment of the final proof, only typographic and orthographic amendments are admitted. The adding or deleting of a footnote or a paragraph must be avoided. Digital amendments (comments and marks in Acrobat) are preferable; the typographic signs of amendment annexed to the present guidelines apply to the handwritten amendments.

Presentation of the manuscript

Special characters composing

Use the Unicode codage. A Unicode keyboard and a converter in plain text mode of most of ancient transliteration Macintosh and PC fonts are available on the Ifao website:

http://www.ifao.egnet.net/publications/outils/polices/

http://www.ifao.egnet.net/publications/publier/outils-ed/convertisseurs/

Compose the hieroglyphic texts under JSesh (provide also the source files in attachment), free to download:

https://jsesh.qenherkhopeshef.org/fr/releases/release_7_3_2

The Greek fonts IFAOGrec Unicode and Coptic fonts Ifao N Copte are available on the Ifao website:

http://www.ifao.egnet.net/publications/outils/polices/

Guidelines

Abbreviations of ceramic typologies

The usual ceramic terminologies used by the community of ceramologists for all periods have to be spelled out and then identified by an acronym, in italics:

ex. Late Roman, LR A; Eastern Sigillata A, ES A; African Red Slip Ware, ARS.

Some usual words in ceramology are deemed authoritative:

ex. Maidum Bowls.

Acronyms

Give the full name of the institution at the first occurrence, then use the acronym: ex. Institut français d'archéologie orientale (IFAO).

Bibliography and footnotes

Use the "IFAO referencing styles for Egyptology" provided together with the present guidelines.

Citation

In case of an included citation in a citation, use the single quotes: "... '...' ...'. A Beyond 4 lines, the cited passage is composed in smaller characters, it is indented, with no quotes and in roman.

Calls for notes

They have to be placed after any punctuation marks ("," ":" ";" ":" "?" "!").



Datation

Years AD 10, 10 BC, or 10 BCE.

Centuries

Century has to be either spelled out or abbreviated in the whole article: ex. 20th century/c.

Small caps

They are to be used for names in the bibliography. CAPITAL LETTERS must NOT be used. To create SMALL CAPS, use on Mac the keyboard shortcut cmd+shift+k and on PC ctrl+shift+k. If you cannot manage to type the names in SMALL CAPS, leave them in lower case.

Unbreakable spaces

They are to be used:

between dates and centuries, millennia, AD or BC: 19th c., 3rd millennium, 25 BC, June 14, 17th day, etc.;

between the initial letter of the first name and the forename of an author: G. Daressy, K.A. Kitchen, and between the forename of an author and the year of edition in bibliographic references: DARESSY 1909;

for each number of figure, plate, room, causeway, tomb, dynasty, inventory, etc.: fig. 2, pl. II, p. 185, room C, causeway D, tomb 60, CGC 2530, no 1, 18th Dynasty, etc.;

between the name of a sovereign and his associated number: Ramesses II, Amenhotep I. To create an unbreakable space, use on Mac and PC the keyboard shortcut shift + alt + space bar.

Italics

Italics are used for:

foreign words (Latin, German, etc.): villa (pl. Villae), oppidum (oppida), in situ, ex voto, favissa, sepat, etc.; hieroglyphic and arabic transliteration.

Em dashes

Em dashes have to be used between two page numbers in a bibliographical reference: ex. pp. 23-36. To create an em dash, use on Mac the keyboard shortcut alt + shift + -, on PC use the keyboard shortcut Ctrl + -.

Suspension points

Omission marks have to be placed in square brackets when used in a quotation: "as for the lightning of the bath is concerned, [...] it brings happiness to the heart."

Archaeological terms

In italics: *thesaurus, synoda, balaneutikon, dipinti*. In roman: ostracon/ostraca.





THE IFAO REFERENCING STYLE FOR EGYPTOLOGY

2022

GENERAL PRINCIPLES

Note Citations System

Anonymous author: title or short title in italics: Monumens égyptiens. Ancient authors (Antiquity until the 18th century included) in low-grade case, followed by the abbreviation of the title: Herodotus, The History II. Modern and contemporary authors (starting from the 18th century) in small caps: MUSSET 1833; ELIOT 1871; MAHFOUZ 1997.

Ę

Ancient sources: specify the source(s) paragraph(s) if available and pagination of the viewed edition: Herodotus, The History II, 15–16, p. 549 The pages, figures and plates numbers are mentioned after the reference: SURNAME 1999, p. 25, pl. XII, fig. 5.

If the author is mentioned in the sentence just before the reference the name should be written in lower-case letters followed immediately by the date of the book and the page(s) cited within brackets. It will be written in the form of Surname (1999, p. 25):

"The publication was provided by Adriani (1952)."

If two or more authors have the same surname, add the first two initials to each of them: For Dieter Arnold: Di. ARNOLD 2005.

For Dorothea Arnold: Do. ARNOLD 1981.

Do not use id., ibid., op. cit. in a note citation or in a note and the following ones. The author's name is repeated as many times as necessary: BRUYERE 1921, p. 37; BRUYERE 1924, pp. 78–79.

Arrangement of the Final Bibliography

Provide a complete list of abbreviated works/articles used in the text. For this cf. B. Mathieu, Abreviations des périodiques et collections en usage à l'Institut français d'archéologie orientale, 7th ed., Cairo, 2019: https://www.ifao.egnet.net/uploads/publications/enligne/IF1216.pdf

The references are listed in alphabetical order of the authors' names (and short titles of the anonymous sources). References by the same author are listed in the chronological order of publication as follows: first the books by a single author, then the collective works. References by the same author published in the same year are listed in alphabetical order of the title and distinguished by the letters a, b, c, etc.: NYLANDER 1980a, p. 330; NYLANDER 1980b, p. 271.

The basic form to cite a book in a bibliography is as follows: first, before the complete reference, repeat the author's surname or the work's title as presented in footnotes. Then put the complete reference in the order described below:

"author" in the form of initials + surname in lowercase followed by a comma;

"full title" in italics followed by a comma;

"place of publication" followed by a comma (if there are several cities to the same publisher, use a comma to separate places of publication); "the edition if not the first" followed by a comma;

"date of publication" followed by a full stop.

KEMP 1992 B.J. Kemp, Anaient Egypt: Anatomy of a Civilization, London, 1992

Titles and subtitles:

prepositions (more than 4 letters) may be capitalised such as "between" or "throughout": English titles: capitalise the first word of the title/subtitle and all nouns, pronouns, adjectives, verbs and adverbs but not articles (a/an/the), conjunctions (but/and/or, etc.) and short prepositions (to/on/for/with, etc.). Longer

pe of Egyptian Religious Papyri in The British Museum: Copies of the Book PR(T)-M-HRW from the XVIIIth to the XXIIrd Dynash, part I: Description of Papyri with Text.

German, French, Italian (etc.) titles: capitalise the first word of the title/subtitle; the usual rules of each language apply to the rest of the title: Le soufisme à l'époque ottomane, XVT-XVIII siècle; Das esoterische Agypten: Das geheime Wissen der Agypter und sein Ein, wss auf das Abendlan

The title and subtitle are separated by colons in English and German references; in case of a further subdivision, use an em dash between the title and subtitle and colons between the two parts of the title or subtitle.

Egyptian Religion: The Last Thousand Years – Studies Dedicated to the Memory of Jan Quaegebeur.

The title and subtitle are separated by a point in French and Italian references; in case of a further subdivision, use colons (after a non-breaking space) between the two parts of the subtitle:

Le site monastique copte des Kellia : sourres historiques et explorations archéologiques. Actes du colloque de Genève, 13 au 15 août 1984.

For web pages, only capitalise the first word (and any proper nouns). Never change the capitalisation within a URL as it will cease to work

For the cost of placing an advert, see the *Gazette* website's *Classified advertising* page. For the cost of placing an advert, see www.ox.ac.uk/gazette/classifiedadvertising

Except for the title, a bibliography of an English article is to be provided according to the Anglo-Saxon standards: author's initial after the surname; double quotation marks (*, '); dash (-) between pages and dates; English spelling of the place of publication

Examples of references from a French article:

M.S. Venit, Monumental Tombs of Ancient Alexandria: The Theater of the Dead, Cambridge, 2002, p. 69-70.

A. Hussein, Le sanchuaire rupestre de Pyiris à Ayn al-Labakha, MIFAO 116, Le Caire, 2000, pl. 3-4, fig. 18-22, p. 30-31.

The same references in an English article:

M.S. Venit, Monumental Tombs of Ancient Alexandria: The Theater of the Dead, Cambridge, 2002, pp. 69–70.

A. Hussein, Le sanctuaire rupestre de Pyiris à Ayn al-Labakha, MIFAO 116, Cairo, 2000, pl. 3-4, figs. 18-22, pp. 30-31

Pagination

The complete pagination of an article has to be given in the bibliography (there is no need to repeat the complete pagination in the footnotes)



Common Abbreviations Used in Note Citations and Bibliographies

A handful of common abbreviations generally remain lower case when used at the beginning of a note citation (*ca*, e.g., i.e., l., ll., p., pp.).

encycl. = encyclopaedia et al. = <i>et alii</i> (and others) etc. = <i>et aeteru</i> (and other things)	ed. (before name(s)) = edited by one or multiple authors ed. = edition (2nd ed. = second edition) ed. eds. = editor(s)	comp., comps. = compiler(s) e.g. = <i>exempli gratia</i> , for example (comma before but not after)	col., cols. = column(s)	ca. = circa (around)	art., arts. = article(s) bk., bks. = book(s)	app., apps. = appendix, appendices	Ann. = Annals	add. = addendum, addenda	AH = anno beginae (in the year of Hijrah)
par., pars. = paragraph(s) pl. = plate(s) pref. = preface, preface by	n.pag: = no pagination no., nos. = number(s) h hb = have haves	Ms, Mss = manuscript(s) n., nn. = note(s)	I, II. = Iine(s)	illus. = illustrated, illustration(s)	tragm. = tragment i.e. = <i>id</i> est (that is)	fig., figs. $=$ figure(s)	fasc. = fascicle	f., ff. = and following line(s), $page(s)$	fol., fols. $=$ folio(s)

vol., vols. = volume(s) suppl. = supplement, supplementary s.v./s.vv. = sub verbo or sub voce (under the specified word, as in s, ss. or sect. = section(s) vs = versusfv = *folio verso*, on the back of the page v., vv. = verse(s)v = verso(s)trans. = translated (by); translation; translator seqq. = sequentes, sequenturque (and following items) seq. = sequens, sequiturque (and following item) rev. = revised by $qq.v. = quae \ vide = (which see = refers to more than one place or$ $\mathbf{r} = recto$ q.v. = quod vide (which see = refers to one place or source) source) dictionary)



Neissue			Anonymous source	corpus)	Ancient source (book or text		a single author	Monograph with a single author	
ČERNÝ 1973 (ed. 2001).	Indicate the date of the original edition and then the date of the edition consulted in brackets:	Monumens égyptiens	In the case of an anonymous source, specify the full title or its usual or accepted abbreviation:	Arabic source: check the IFAO referencing style for Arabic publications.	Herodotus, The History II.	Specify in lowercase the name of the author, followed by the title or abbreviation of the title:	GRAJETZKI 2014.	Put the name of the author in small capitals, followed by the year of publication:	Note Citations System
ČERNÝ 1973 (ed. 2001) J. Černý, A Community of Workmen at Thebes in the Ramesside Period (1973), BiEtud 50, Cairo, 2001 (3rd ed.).	In the full reference, give the date of the original edition in brackets after the title, as well as the date of the edition consulted, with the issue number in brackets:	Monumens égyptiens consistant en obélisques, pyramides, chambres sépulcrales, statues d'idoles et de prêtres, en momies, en grand nombre de divinités de cette nation, en bas-relués, en sacrifices, en animaux qu'elle adorait &c. Le tout gravé sur deux cens planches qui renferment environ sept cens sujets avec leurs explications historiques, Rome, 1791.	It the author of the source is unknown:		Herodotus, <i>The History</i> Herodotus, <i>The History</i> , D. Grene (trans.), Chicago, 1987.	The author's name should be put in lowercase followed by the source's title, initial and name of the editor and/or translator with the mention of "(ed.)", "(eds.)", "(trans.)", place of publication, year of publication:	GRAJETZKI 2014 W. Grajetzki, Tomb Treasures of the Middle Kingdom: The Archaeology of Female Buriak, Philadelphia, 2014.	Put the name of the author in lowercase followed by the initial, the title in italics, the place of publication and the date:	Presentation of the Final Bibliography



	,	Fascicle, volume, part		a collective work	Contribution to		Collective work (two or more than two authors)			
Јеитне 2012.		DALMAN 2012.		MEADOWS 2020, p. 95.	The page numbers are only given in footnotes for clarification; there is no need to repeat the full pagination of the article:	CALLENDER et al. (eds.) 2011.	With more than two authors, only cite the name of the first one and add "et al." in roman. In case of a collective work's editors add (eds.) after et al.:	Firth, Gunn 1926.	With two authors, names cited are separated by a comma:	Note Citations System
JEUTHE 2012 C. Jeuthe, Balat X: Ein Werkstattkomplex im Palast der 1. Zwischenzeit in Ayn Asil, FIFAO 71, Cairo, 2012.	If the volume number is an integral part of the title, it is indicated in italics:	DALMAN 2012 G. Dalman, "Index des monuments par numéro", in L. Nehmé (ed.), Atlas archéologique et épigraphique de Pétra, fasc. 1: De Bāb as-Sīq au Wādī al-Farusab, Épigraphie & archéologie 1, Paris, 2012, pp. 751–790.	A fascicle, a volume or a part are to be mention just after the title of the book wich they belong, in Roman numerals (part) or arabic numerals (volume and fascicle):	MEADOWS 2020 A.R. Meadows, "Weighing up the Coinage Reform of Prolemy Philadelphus", in T. Faucher (ed.), Money Rules! The Monetary Economy of Egypt, from Persians until the Beginning of Islam, BiEtud 176, Cairo, 2020, pp. 89–103.	Put the title of the contribution in double quotes followed by a comma, "in" in roman, the name of the scientific editor followed by "(ed.)" and the title of the book in italics:	CALLENDER et al. (eds.) 2011 V.G. Callender, L. Bareš, M. Bárta, J. Janák, J. Krejčí (eds.), <i>Times, Signs and Pyramids: Studies in Honour of Miroslav Verner</i> , Prague, 2011.	With more than two authors, expand <i>if possible</i> the names of all authors. In case of a collective work's editors add (eds.) after the last name:	FIRTH, GUNN 1926 C.M. Firth, B.G., Gunn, Teti Pyramid Cemeteries: Excavations at Saggara, Cairo, 1926.	With two authors, names cited are separated by a comma:	Presentation of the Final Bibliography





Scientific Archives	Dictionary article or notice, encyclopædia article	Museum catalogue
Bruyère 1922–1925, p. 3.	 For dictionaries put the name of the dictionary in italics, followed by s.v. set in roman and the title of the entry in double quotes: The Oxford Dictionary of Art and Artists, s.v. "Lithography". For encyclopædias, put the author's name and the date: ALTENNTÜLLER 1977. 	Note Citations System SHORTER 1938.
 For scientific archival material, provide the details that describe the item: author, title, type of document (excavation report, report, etc.), followed by the document's nature (manuscript, photograph, map, etc.), and the original date if available. Then provide the details that locate the item: name and location where the document is kept, collection name or piece number (if available), and call number, page or folio number(s). BRUYÈRE 1922–1925 B. Bruyère, <i>Journal de Jouille 1922–1923, 1924, 1925</i>, field notebook, ms, 1922–1925, IFAO Archives, notebook DEM 1. 	 When the author of the notice is unknown, put the name of the dictionary in in italies followed by the place, the date, the page(6) and/or column(6),* and the article's title after s.v. The Oxford Dialonary of Art and Artist, s.v. "Lithography". The Oxford Dialonary of Art and Artist, Oxford, 2009, cols. a-b, s.v. "Lithography". When the author's name is known, mention his name, then the title of the encyclopædia (or its abbreviation) in italies followed by the date, the page(6) and/or column(8),* and the article's title after s.v. ALTENNULLER 1977 B. Altennüller, L.4 III, 1977, cols. 4C-47, s.v. "Horus von Libyen". * The presentation of a notice per numbered column on a numbered page combines the two pieces of information: p. 1656, col. b = p. 1656b 	Presentation of the Final Bibliography Specify the name of the museum in roman after the title of the catalogue: SHORTER 1938 A.W. Shorter, Catalogue of Egyptian Religious Papyri in The British Museum: Copies of the Book PR(T)-M-HRW from the XVIIIth to the XXIIrd Dynasty, part I: Description of Papyri with Text, British Museum, London, 1938.



article)	(any kind ot document: monograph, collective work,	Online Publication		Excavation or activity report		Thesis or dissertation		
Specify the page if it is a PDF: BUDGE 1914 (ed. 2005), p. 11.	BUDGE 1914 (ed. 2005), p. 11, par. 2.	If possible, specify page and/or paragraph number(s).		Fairman 1938		TOOLEY 1989.		Note Citations System
	BUDGE 1914 (ed. 2005) E.A.W. Budge, The Literature of the Ancient Egyptians (1914), London, 2005, http://www.gutenberg.org/files/15932/15932-h/15932-h.htm.	To cite electronic sources, put the author's name, italicised book's title, the collection, the place, the date, then specify the name of the website or publishing platform and the permanent URL:	If the report is not published by a publisher, specify the institute for which it was written.	FAIRMAN 1938 H.W. Fairman, "Preliminary Report on the Excavations at Sesebi (Sudla) and Amarah West, Anglo-Egyptian Sudan, 1937–1938", JEA 24/2, 1938, p. 151– 156.	Adopt the format that applies to standard references:	TOOLEY 1989 A. Tooley, "Middle Kingdom Burial Customs: A Study of Wooden Models and Related Materials", PhD Thesis, University of Liverpool, 1989.	Provide the thesis details (PhD Thesis/Master Degree, etc.), the full name of the university/institution, and the date of submission. Titles should be set in roman within double quotation marks:	Presentation of the Final Bibliography



		Database		
UCL Petrie Collection Online Catalogue, UC38022	SOUROUZIAN 2019, 1003.	COULON, JAMBON 2017, CK7.	Specify the name of the author of the database/the book with which the database is associated, or the name of the database, then the identification number of the record or item:	Note Citations System
UCL Petrie Collection Online Catalogue UCL Petrie Collection Online Catalogue, online database, http://petriecat.museums.ucl.ac.uk/default.aspx.	SOUROUZIAN 2019 H. Sourouzian, <i>Catalogue de la statuaire de la XIX dynastie</i> , online database, https://www.ifao.cgnet.net/bases/publications/bietud177/, version 16 Jul. 2019.	COULON, JAMBON 2017 L. Coulon, E. Jambon, <i>Cuduette de Kamuk</i> , online database, https://www.ifao.egnet.net/bases/cachette/, version 28 Aug. 2017.	Put the name followed by the indication "online database", the permanent URL and the date of the last update when it is known:	Presentation of the Final Bibliography

