

Instructions to authors

Rights and obligations

Once a work has been sent to "Relaciones", the authors must not submit it to another publication. Authors are responsible for the content of their contributions, the specification of the citations, the bibliographic references and the legal right to publish the proposed material. About the figures and the protected information by copyright, authors must obtain its permission. The Argentine Society of Anthropology (SAA) does not offer monetary remuneration for manuscripts, nor services such as typing, printing, photocopying, design, cartography, assembly of illustrations and translation. Those actions deepen on the authors. Also they can present figures in color, but they must assume the extra costs involved. Contributions must not exceed the limit of pages stipulated: forty (40) pages for Articles, ten (10) for Notes and five (5) for Comments, written double spaced with Times New Roman in body 11 in all its sections (including tables), in numbered sheets, A4 size. The manuscript must include the Title and the abstract (only for articles) in Spanish and English, and then the text, bibliography, figures and tables. The upper and left margins should be 4 cm and the lower and right margins should be 2 cm. At last, the Editorial Committee reserves the right to reject, or return for correction, those excessively long work.

1. Style guide

1. Order of sections. The manuscripts must have the following sections:

1) Title in uppercase, in bold, centralized, without underlining, in Spanish and English.

2) Author / s (uppercase only the initials), in the right margin, separated by a space line of title and abstract. Each author must have a footnote indicating work place and / or institutional and academic membership without abbreviations and the e-mail address. Institutional affiliation must respect the following order without using abbreviations:

"- National Council of Scientific and Technical Research, Institute of Archeology, Faculty of Philosophy and Letters, University of Buenos Aires. E-mail: usuari@gmail.com - Universidad Nacional de Jujuy, Faculty of Humanities and Social Sciences, Regional Center for Archaeological Studies, E-mail: usuario@yahoo.com.ar"

3) The Abstract must have a maximum of 150 words, and five key words in Spanish and English. The summary of a paper represents a very important piece of it because it can encourage or discourage the decision to read it. According to that, we suggest that the summary contains a synthesis of the contents and conclusions of the manuscript and also the new information. The abstract should not be textually repeating contents of the work, not be an introduction to the work, or restricted to enumerate the sections that the latter contains, but should present an overview of the thematic points on which it is, inviting the reader to take an interest in the material. The keywords (non-keys) are not capitalized, unless the word warrants it, and separated between short dashes.

4) Text with primary subtitles placed in the left margin, in capital letters without underlining; Subheadings in the left margin, lowercase, italics; Tertiary subtitles will be placed over the left margin, without italics. Each subtitle will be separated from the previous text and later by double spacing. Paragraphs will begin with indentation of a

tabulate and no double space will be left between them. The right margin should be justified and the words should not be separated into syllables.

5) Acknowledgments. All the types of support received by the author -to carry out the work- should be mentioned: financial, institutional, intellectual and technical (eg graphic design, abstract translation, funding agencies, etc.).

6) Notes should be used only to provide necessary and additional information or for clarification. Notes must be added on a new page after the Acknowledgments, under the primary heading named: NOTES.

7) Bibliography. All references cited in the text and in the notes should appear in the bibliographic list and *vice versa*. The order must be alphabetical, according to the surname of the first author. Two or more works by the same author, will be ordered chronologically. For specificity several works by the same author and year, must include a lower case letter after the year (without space). It is recommended not to allocate more than 10% of the total pages of the article to the bibliography.

8) Titles of Figures and Tables

2. Elements of the text

2.1 Numbers, values and quantities. Using cardinal numbers in the middle of a sentence, all numbers above 30 (thirty) must be expressed in Arabic numerals. The numbers zero to thirty are expressed in words (31 onwards with numbers). When in a sentence or closely related sentences, numbers greater than or equal to 30 together should be expressed in Arabic numerals (eg, 45 projectile points, 31 pedunculated and 14 apedunculated). The decimals are expressed with commas and not with points: 5.99. Do not use spaces between numbers and signs like% or \$, eg: 63%, \$ 40, 20 ° C, 14C, etc. Use semicolons to separate quantities, for example: 5,000; 10,000; 75,000. The numbers that lead a sentence should be expressed in words, for example: "*Ten thousand years of history ...*", "*Three of the analyzed sites ...*". Ordinal numbers are always expressed in words, for example: "*During the third round of interviews ...*", "*The first excavation ...*". All measures of distance, area, volume and weight must be expressed in the decimal metric system. Centimeters, meters, kilometers, liters, grams and hectares should be used, instead of inches, feet, miles, etc. The metric units should be abbreviated without points and without pluralizing. Examples: 18 cm, 3 m, 12 km², 28 ha, 2 l (per liter) kg, g (per gram) (NO: cm, mts. Kms², has, etc., nor m., Cm., Etc.). All measures must be expressed in Arabic and abbreviated numbers, except when used in a non-specific way or appear at the beginning of the sentence. Examples: "Several cubic meters of filling ...". "Three kilometers from the site ...". The cardinal points will be placed with the complete word in lowercase (north, south, east, west) or with capital initial without point (N, S, E, O). The location by coordinates will be expressed without leaving spaces (S22°8'20 "and O65°35'28"). Amounts expressed in numbers carry a point from thousands. Examples: 2,000,000 people or 1,700 ha. In the case of the millions, try to avoid its use and write "one million", "31 million". Exact years like 1520, 1748 or 26 of February of 2008, do not carry point (including the amounts of years type 3000 AP). Nor do they carry postal codes and addresses. To refer to decades, do not use "the decade of the 90", but "the decade of 1990". It is advisable to use "in the forties" and not "in the 40s".

2.2 Age and radiometric data. In all publication categories (articles, notes, comments, etc.) in which the data is first reported, the following conventions must be used. If the data were published elsewhere for the first time it is only necessary to cite that reference (with page number / s). The uncalibrated radiocarbon ages must: 1. be expressed in "AP years" (note that no AP point is used); 2. is followed by 1-sigma standard deviation as reported by the laboratory; 3. include the identification number given by the laboratory; 4. Determine which material was dated (eg, charred wood, corn husk, bone); Example: 3680 + 60 years AP (Pta-3964; bone). 5. Cite carbon fourteen with superscript and uppercase: ¹⁴C. Calibrated dates must always be identified as such, using the conventions cal d.C. or lime a.C. (Note the place you occupy and the lime score, a.C., D.C. or A.D.). Authors should identify the particular calibration used, indicate whether the calibration is done with 1 sigma or 2 sigma (2 sigma is preferred), and present the calibrated age as a range of the calendar age (or ranges when more than one is possible).

2.3 Textual Quotes. More than three lines of textual quotations should be written in paragraphs with indentation in the left margin, and separated from the rest of the text before and after by double spacing. It can not be written in italics and will not contain quotation marks, nor initial points in the sentences already started. In these quotations, the typographic body should be reduced to 10. The textual quotations of three lines or less are entered in the text in quotation marks without italics. In this case, the typographic body is the same as the rest of the text, and the author or source and the page (s) or folio / s must be written between parentheses (Rodríguez 1970: 15). Use single quotes (" ") only when it is necessary to use them within a text quote. In the case of citations from documentary sources, deploy abbreviations, modernize spelling, but respect the spelling of place names and "gentilicios". Finally, to quote, in the first time, the name of the file or repository in complete form followed by the acronym in brackets. For example: General Archive of the Nation (AGN). Then continue to use only the acronym.

2.4 Spelling and grammar. The last edition of the Spelling of the Spanish Language and the Dictionary of the Royal Spanish Academy must be used as the authority for the rules of spelling and grammar.

2.5 Abbreviations and acronyms. Please avoid abbreviations: doctor (not Dr.), sir (not Mr.), fray (not Fr.), figure (not fig.). Exceptions are: the metric units (see section 2.1) and the followings: etc. (Points), eg. (Abbreviated to say "for example" inside a parenthesis), f. (For folio and folios with a single f and dot), p. (For a page / s (with a single p with a dot), no (for a lowercase number), cf. (for comparison or see), s / f (for undated). Other exceptions are acronyms, agencies with long titles, institutions, etc., which will be mentioned frequently in the text. The first time an institution is named, the complete name must be written in brackets followed by the acronym without a dot. The National Institute of Anthropology and Latin American Thought (INAPL), the second time that it is named, the capital letters are included, without parentheses and without point: AGN, AGI, ONU, UNESCO, OMS. (Try to avoid those which are in plural). It is recommended to avoid the use of abbreviations in other languages, when there are Spanish equivalents.

2.6 Italics, quotes and bold. Do not exaggerate the use of quotation marks and, in case of doing so, use English quotation marks (""). Avoid as far as possible the references "op. Cit." "Or" ibidem. "As well as the use of bold or bold in the text. The words or phrases that the author believes necessary to emphasize and the words in Latin (eg et al., *Latu sensu*, *a priori*, *in situ*, *corpus*, *ad hoc*, *ca.*, etc.) should be written in italics / italics.

Foreign languages (eg forager). They should also be italicized: scientific names (*Homo sapiens sapiens*; *Spondylus*), Titles of books, journals, poems and other literary works when included within the text and letters representing mathematical variables.

2.7 Uppercase and lowercase letters. They should be lowercase: table, figure, days of the week, months, cardinal points, geographical features (sierra, monte, bay, valley, river), positions (minister / s, president / s, governor, general), Province, party and gentilicio nouns (Argentine, Afgano, Catalan, Tehuelche, Diaguita, Yámana, Tucumano, Inca / Inka). It is not advisable to use capital letters for the regions, for example: pampean region, yes for "Pampa", "Mesopotamia" or "Patagonia". Capitals for archeological and geographic names (eg America, Pilcomayo, Salta, Argentina), ceramic styles (eg Bethlehem ceramics) and taxonomic names with a gender and higher taxonomic hierarchy should be used. In the bibliography, the main terms of the title of the books should not be capitalized.

3. Tables and figures

In addition to the text, the works will only have figures and tables (the use of signs like sheet, map, photo, graphic, picture, etc. is not allowed). Figures and tables will not be included in the text, but their location in the text will be indicated in each case, using "Location figure 4" or "Location table 2". They must be numbered sequentially with Arabic numerals according to the order in which they should appear in the text, with their titles and / or epigraphs typed in separate sheet. Tables and figures should not exceed the publication box dimensions (13 x 20 cm) and should be cited in the text. For the epigraphs, a different file will be created: Epigraphs figures and tables. All tables and figures should be cited in the text, beginning with Table 1 / Figure 1 and continuing sequentially. Do not abbreviate the words table and figure. Examples: (Table 1) (Figure 4), (Figures 1 and 2), (Tables 1-3), (Figures 2, 3, and 7), "As illustrated in Table 1 ...". It is recommended not to put "(see figure 3)", since the see is redundant.

3.1 Tables. The tables are time-consuming and costly to format in the text and constitute the only portion of the manuscript that is not electronically processed by the Editorial Committee. Consequently, the presentation of data in the form of tables should be used moderately. Data in a small table, for example, can often be included in the text without loss of clarity. Only when the data to be displayed are numerous, it is advisable to present it in the form of tables. Provide a short title for each table, centered at the top of the page. The title should not give information or describe the results illustrated by the table. Example of a correct title: Table 2. Summary of the skeletal parts of a family cemetery. If a header column does not apply to one of the data, the cell must be left blank. Do not use "N.A." for anything not applicable. If there is no data for a particular cell insert a hyphen (-). There are three types of footnotes for tables. The title of the table should never go to the foot. Locate the relevant information from an entire table in a "general note" (see below). The information concerning the source of the data should be either in a general note (if all the information comes from a single source) or in a specific footnote for a particular entry, section, or heading. 1. General note relevant to the entire table. Example: Note: Kent (1991); All dimensions in mm. 2. Note specific for entry, section, or heading. Examples: C = boys; A = adults. It contains decorative brass elements identical to those found at burials 2 and 6. The data come from Owsley et al. (1987). 3. Notes indicating a level of statistical significance. Example: * $p < .05$. Note: Sort the notes, each beginning in its own line, style cut paragraph, in the following order: general note, specific note indicated by letters, and notes of meaning indicated by asterisks.

3.2 Figures. All illustrative material should be referred as figure. Originals must be professionally drawn on good quality drawing paper or in graphic design programs (Corel Draw, Illustrator, PhotoShop). They must have a very good resolution to allow high quality printing, at least 300 dpi. The electronic versions must be sent in graphic format (TIFF preferably). Most of the figures are reduced before publication. Extremely complex illustrations with considerable detail and small print may not be properly reduced. Avoid illustrations figures or letters with too much density. Make sure the characters included in the figures are the same (it is highly recommended to use Arial Narrow type font). The heading should not be written inside the figure. Each original figure must be numbered on the back in pencil, with a reference in the list of figure headings. All symbols of maps or conventional characters should appear in the figure, not in the header. Maps must have orientation arrows (north). Use a visual scale when you include objects, planes, sections, etc. in the figure. Do not use the legend: "a cm equals 450 cm"; Because almost all figures are reduced before publication, so that such scales will not be accurate after reduction. Use a scale drawn in the figure, which will then be reduced in the same proportion as the figure and will remain accurate. The words in the figures should follow the style of the magazine, eg. Cm and not "cm.", "A.D." and not "AD" and accents should be added as needed. Examples of titles: Figure 1. Taxons present in the sites: (a) Lama guanicoe (guanaco) patella; (B) Lama sp. (Camelid) fragment of humerus. Note: Only lowercase letters are used to identify sections of a shape. Figure 4. Two views of human skeletons found in Arroyo Seco 2: left, child with trousseau; Right, primary burial of a male adult individual. José Mulazzi Municipal Museum, Tres Arroyos. Courtesy J. Domínguez, photographer.

4. Bibliography

4.1 Citations in the text. Bibliographical references will be in the text following the author-year system. Examples: * (Rodríguez 1980) or Rodríguez (1980), (Rodríguez 1980, 1983), (Rodríguez 1980a, 1980b), etc. Note that comma is not used between the author's name and the year. * Up to two authors are cited; If more than two are named the first author and added et al. (With italics). * Quotations with pages, figures or tables: (Rodríguez 1980: 13), (Rodríguez 1980: 13-17, 21), (Rodríguez 1980: figure 3), (Rodríguez 1980: table 2), etc. Note that no space is left between the year and the page number. * Different authors cited within the same parenthesis or comment, must be separated by semicolons (;) and ordered chronologically in the first instance and alphabetically in the second instance. Examples: (Torres 1911, Rodríguez 1980, 1983, Álvarez 2004, García 2004). * Personal communications are undated and not shortened, eg: (Silvia Rodríguez, personal communication).

4.2 Quotes in the Bibliography. The following order will be considered: Author / s. Date. Title. Publication, number: pages. Place, Editorial (except Periodical Magazines). The titles of the books or the names of the publications should be italicized. The names of the authors mentioned must be initials and the last names must be complete. If the author considers it important, he may quote the date of the original edition of the work in brackets (both in the text and in the bibliography, especially in the case of travel and / or memoirs, eg List [1878] 1975). -In the case of bibliographical references with double year, cited in the text, will be placed 1994-95 and not 1994-1995. -In case of bibliographical references in English, the capital letters of the main words of the title will be respected only if they are consigned in the original. -In the final bibliography, in the case of unpublished manuscripts, Ms. will be placed at the end of the reference and the title of the work will not be italicized. Example of bibliographic list:

Books: Waters, M.R. 1992. Principles of geoarchaeology: an North American perspective. Tucson, University of Arizona Press. Ingold, T., D. Riches and J. Woodburn (eds.) 1988. Hunters and gatherers. History, evolution and social change, 1. Berg, Oxford. D'Orbigny, A. [1839] 1944. The American man: considering his physiological and moral aspects. Buenos Aires, Future. Buikstra, J. and D. Ubelaker 1994. Standards for data collection from human skeletal remains. Arkansas Archaeological Survey Series No. 44, Fayetteville, Arkansas.

Magazines: Presta, A.M. 1988. A taryjeña hacienda in the seventeenth century: La Viña de "La Angostura". History and Culture 14: 35-50. 1990. Hacienda and community. A study in the province of Pilaya and Paspaya, XVIII-XIX centuries. Andes 1: 31-45. Ambrossetti, J. B. 1902. Votive stone axes (pillan toki) and data on faces of prehistoric Araucanian influence in Argentina. Annals of the National Museum of Natural History 2 (4): 93-107. Del Papa, M. 2008. Spatial structuring of human biological variation in the Argentine Republic during the Late Late Holocene through the epigenetic craniofacial traits. Argentine Journal of Biological Anthropology 10 (2): 21-41.

Book chapters: Borrero, L. A., J. L. Lanata and B. N. Ventura 1992. Distributions of isolated findings in Piedra del Águila. In L. A. Borrero and J. L. Lanata (eds.), Spatial analysis in Patagonian archeology: 9-20. Buenos Aires, Ayllu. Mays, S. and M. Cox 2000. Sex determination in skeletal remains. In M. Cox and S. Mays (eds.), Human osteology in archeology and forensic sciences: 117-130. London, Greenwich Medical Media.

Blasi, A. M. 1986. Sedimentology of the Colorado River. Unpublished Doctoral Thesis, Faculty of Natural Sciences and Museum, National University of La Plata.

Works presented in scientific meetings Shott, M. J. 2006. Core reduction and refitting: lessons from WHS623x, an Upper Paleolithic site in Jordan. Paper presented at the 71st Annual Meeting of SAA. San Juan Puerto Rico.

We do not recommend **Jobs in Press** without resolution of acceptance. These should be referred to as ms. In the case of works in the press, they should be cited like any other published work and with the clarification: "In press". Like all the works of the bibliographical list, the date must be entered in them, for which the moment of acceptance of the work must be considered. Galley, T. S. 1999. First evidence of Homo sapiens in South Africa. Nature. In press.

Works on web pages Barreto, M. 1998. Current Paradigms of Museology. [Http://www.naya.org.ar/articulo/museologia01/htm](http://www.naya.org.ar/articulo/museologia01/htm) (April 1, 1999). Appointment of electronic documents It must be cited according to ISO 690-2 of 1997 that says "a location must be established within electronic documents that do not have page references through lines, paragraphs or screens". You can check the link <http://alhim.revues.org/index447.htm> for examples.

Note: Compliance with these editorial rules will be strictly monitored, although each author will surely have previously made sure of the quality of the manuscript he submits. The elaboration and publication of these standards seeks to unify the graphic quality of Relationships and shorten editing times, simplifying the work of those responsible for the publication. Authors are requested to accept the principle of authorizing stylistic corrections that facilitate the reading of articles without altering their content.

Sending of manuscripts

The works must be presented in Word for Windows program and in electronic copy to the Editorial Committee. The copy must be accompanied by a letter with names, addresses, e-mail of the authors and, in case of works in co-authorship, it will be specified which of them will act as mediator with the Editorial Committee.

Reception

The final manuscript must be sent to: relaciones.saa@gmail.com