**TEXT CONVENTIONS**

**Manuscript file formats**

Contributions shall be accepted in *\*.doc* and *\*.rtf* formats.

Please, do not use Caps Lock in headlines and highlighted text.

Do not embed figures in the text

**SUBMISSIONS ARE INVITED IN THE FOLLOWING SECTIONS:**

**RESEARCH AND PUBLICATION.** 15-40 thousand characters (with spaces), including list of references, captions and abstracts. There must be no more than 8-10 illustrations or tables per article.
**DISCUSSIONS.** 5–15 thousand characters. An article note shall have 5-8 illustrations.

**Abbreviations**

* All abbreviations should end in a full-stop (.), e.g., fig. (number).
* You may use common abbreviations like etc., e.g. in your text. Should you use some abbreviations specifically for the purposes of this article or for a restricted number of topics, you should provide their full explanation. You should add this information to the list of abbreviations used in your article, which should as well be included in p.I.5. the Declaration&Submission Form.
* Measurements should be abbreviated, follow the number with a space and without a full-stop (e.g. 100 km, 56 m, 10 g).
* Degrees should be written as 24 m2.
* Radiocarbon dating shall be written as 14C

**Footnotes**

Footnotes are only added to the text of the paper in the form of references to grants and state assignments.

**Numbers**

* In decimal values (either in tables or in text), please use a comma as a separating character, without a space after it. A full-stop or a comma without a space after it are not admissible.
* Numbers smaller than 9999 shall be written without a separating character (a space separating thousands), any number above 10 000 shall be written with a space. A full-stop or a comma used as a separating character is not admissible (e.g. 3583; 15 679; 2 700 000).
* All values and measurements mentioned in your article shall be written in conformity with the International System of Units (SI). Exception is for quotations from historic texts containing measurements of length, volume and weight.

**Chronology and Dating**

* Stratum plus accepts abbreviations BC and AD.
* Dates shall be written this way: 01.02.2013, rather than 1 February 2013.
* When you mention chronological intervals, sequences etc., please indicate the lowest and then the upmost date, i.e. 40 000-30 000 years ago instead of 30 000-40 000 years ago, or within 40 000-30 000 years ago, etc.
* Centuries are spelled in Roman figures, while years — in Arabic figures.
* Acronyms used for climatic stratigraphic scale (oxygen or marine) shall be used in their Latin spelling — OIS (oxygen isotope stages), MIS (marine isotope stages).

**Radiocarbon dating (common requirements)**

* When you use a non-original dating, you must indicate the source (both in tables and in the text).
* When you use it in the text of your article, you should clearly indicate whether you indicate the age in radiocarbon years or calibrated. The best is to use either standard radiocarbon or calibrated values in the same article. If you use both, then please specify every time which of the values you have used.
* If you used the dating received through accelerator mass spectrometry, the method used shall be marked in the text (or table) as **AMS**14 **С**.
* You should **specify the material** tested to produce the age value. For instance, plant detritus, plant macrofossils, gyttja, peat, wood, bone collagen (if possible, indicate the common name of the species), charcoal, hearth fill, organic content of ceramics, carbon, etc.

**Non-calibrated dating**

* If you used a non-calibrated radiocarbon age value, please put "14**С** years ago" (i.e. radiocarbon years ago, calculated in relation to 1950, which is equivalent to English BP) or "14years BC" after the dating code.
* Radiocarbon dates shall be used in conformity with the following standard: [measured age value] ± [standard deviation] (lab code, sample number) [units of time].
* Use of a special sign "±" is mandatory, no other signs shall be acceptable. Sign "±" shall be separated by a space on both sides, i.e. your text shall look like this: [age value] **space** "±" **space** [value of deviation]. For instance: …plant macrofossils from horizon 8 have given AMS 14 C 32 070 ± 210'BP\* (Beta-309153)…

**Calibrated dating**

* If you use calibrated values of radiocarbon age, you should write "cal BP" or "cal BC"; the name of the calibrating software (database) used shall be indicated in round brackets after the age value (INTCAL09, CalPal, and so on).
* If you use calendar values of the radiocarbon age, you should indicate the probabilistic assessment (confidence interval) for the calibrated dating — 1 σ (68%) or 2 σ (95%).

*For instance:*

we obtained five AMS 14С datings for this section... the calendar age of the wood sample from layer 5 is defined with the probabilistic interval of 1 σ (68%) within 36 680—36 500 cal BP (Beta-309153, INTCAL09).

Or:

we obtained five AMS 14С datings for this section... the calendar age of the wood sample from layer 5 is defined with the probabilistic interval of 2 σ (95%) within 36 810—36 380 cal BP (Beta-309153, INTCAL09).

* Special studies dealing with radiocarbon dating of archaeological sites, methodological issues, building chronologies in calendar years, etc. shall specify the datings used in tables. They should specify the original datings in radiocarbon years, values fittnig the calibration curve, both probabilistic intervals (68% and 95%, respectively) and the name of the database used to produce the calibration, alongwith the calibrated values.