



### ***Medieval Settlement Research (MSR)***

MSR is an internationally recognised interdisciplinary journal that publishes peer-reviewed research papers, fieldwork reports, news, book reviews and an annual bibliography. Its core focus is on medieval settlement and landscape in the UK and Ireland from the fifth to the sixteenth centuries AD, but it also actively encourages wider chronological and spatial perspectives. *Medieval Settlement Research* therefore welcomes papers on Britain, Ireland, Europe and the rest of the world that help us to improve our understanding of medieval settlements and landscapes from the level of individual sites to the international scale.

The journal is published annually, in full colour, on A4 format to allow for large, detailed and high-quality illustrations.

All published articles © Medieval Settlement Research Group (MSRG). Articles are Open Access (via the Archaeology Data Service or ADS) from 2 years after their initial publication date.

A direct link to all Open Access issues is available via <https://doi.org/10.5284/1017430>.

### **Guidelines for contributors**

Each journal includes peer-reviewed research articles together with reports on fieldwork, excavation and other work undertaken during the previous year. All submissions should be focused on topics relevant to the core interest of the Group, which is medieval settlement in Britain, Ireland and Europe.

Please submit all copy to the editor, Mark McKerracher, using the journal's email address at [Medieval.Settlement.Research@gmail.com](mailto:Medieval.Settlement.Research@gmail.com) by the **1st of April**.

**Please note:**

- a. Short items for **Reports** summarising fieldwork or projects should be kept concise, in the range of 1,500–4,000 words, plus one or two illustrations (unless the work is of a scale that necessitates a longer article – for example reports on major projects). Shorter items, such as project announcements or reports under 1,500 words, should be submitted to the MSRSG newsletter. See <https://medieval-settlement.com/newsletter/> for more information.
- b. **Research Articles** should be 4,000–10,000 words in length, with as many illustrations as are deemed necessary to support the argument. As the journal is printed in full colour, there is no limit on the amount of colour illustrations. All submissions to this section are fully peer-reviewed by *at least* two reviewers.

**General points**

Please make sure all files are clearly labelled, with the name of the (lead) author included in the file name.

It is the responsibility of contributors to ensure that they have copyright of all material submitted and acknowledge appropriately.

Please do not hesitate to **contact the Editor, Mark McKerracher, at an early stage for advice on your submission** ([Medieval.Settlement.Research@gmail.com](mailto:Medieval.Settlement.Research@gmail.com)).

**Guidelines for text**

Please submit the text in British English, in Times New Roman, 12 point regular font. Text should be left aligned.

The title should be followed with the name(s) of the author(s) and their affiliation or place of residence.

Please include an abstract for the on-line ADS archive (max. 150 words) – see <https://doi.org/10.5284/1017430> for examples.

Headings should be in bold; sub-headings in italics.

Measurements should be in metric units.

Write all numbers up to 20 in words; numbers above that should be in Arabic numerals. Exceptions to this rule are dates (but not centuries, i.e. ‘the twelfth century’ and ‘a twelfth-century object’) and measurements.

Page ranges should be given in full, with a long dash rather than a hyphen, i.e. ‘see Townend 2014, 141–142’ (and NOT ‘see Townend 2014, 141-42’).

References to principal sites should be accompanied by national grid references. For the UK, provide Ordnance Survey NGR as 2 letters and at least 6 numbers. For other countries, use appropriate national grid systems or WGS84. Please also give the name of the local government area/county. In the UK, where relevant, opt for pre-1974 county names.

## Referencing

Use Harvard references, not footnotes.

In the reference list, bibliographical details should be quoted in full. **Please follow the formatting in the examples included below.**

In the case of books, their date, place of publication and publisher should be cited in addition to the author and title. Note that the main titles are capitalised, but **subtitles are not.**

For book chapters, the editors and inclusive page numbers are also required. Do *not* put the paper title in inverted commas.

For articles in journals, the title, date, volume number (in bold) and inclusive pages are required. Do *not* put the paper title in inverted commas.

For websites and on-line resources, the URL and date at which the source was last accessed by the writer should also be included.

For non-English titles, please include a translation of the title in brackets following the title in the original language.

### *Examples:*

#### Books:

Banham, D. and Faith, R. 2014. *Anglo-Saxon Farms and Farming*. Oxford: Oxford University Press.

Roberts, B. and Wrathmell, S. 2002. *Region and Place: a study of English rural settlement*. London: English Heritage.

#### Chapters in books:

Hindle, P. 2016. Sources for the English medieval road system. In V. Allen and R. Evans (eds.), *Roadworks: medieval Britain, medieval roads*. Manchester: Manchester University Press, 33–49.

### Journal papers:

Donnelly, V., Green, C. and Ten Harkel, L. 2014. English landscapes and identities. The early medieval landscape: methods and approaches. *Medieval Settlement Research* **29**: 43–55.

### Websites/on-line resources:

*Medieval Settlement Research Group*. Available at <https://medieval-settlement.com>. Last consulted 04/01/2017.

### Archive material:

*An address to the Farmer* 1915. Unpublished manuscript. Holdbury Collection. 600. London: Holdbury Library. [Note, in the bibliography this would be listed alphabetically under ‘address’ – do *not* use ‘Anonymous’ if author name is unknown.]

### Maps:

Ordnance Survey 2006. Chester and North Wales. *Landranger series*, Sheet 106, 1:50000. Southampton: Ordnance Survey.

### EDINA:

1<sup>st</sup> edition OS map, Devon (1:2500 County Series 1st Edition [TIFF geospatial data], Scale 1:2500, Tiles: devo-06916-1 and devo-07009-1, Updated: 30 November 2010, Historic, Using: EDINA Historic Digimap Service, <<http://digimap.edina.ac.uk>>, Downloaded: 2016-07-25 14:39:39.932).

## **Illustrations**

Images should be supplied initially by email as **separate** low-resolution digital files. Do not embed images within the text.

High-resolution digital images will be required for printing (photos at least 300 dpi; line drawings 600 dpi): submit these by email or on CD/downloadable link (i.e. Dropbox, Google Docs) if over 15MB. Acceptable formats include tiff, png, ai, eps or high-res good-quality jpgs.

We prefer to avoid handling hard copy illustrations. If submitted, however, they should be clean, clear originals that are capable of reproduction at either column or page width, but please note that we will not be able to return any original artwork. Please ensure that small details (hachuring, stipple and lettering) are capable of such small reproduction.

Graphs may be submitted as Excel files (.xlsx).

Figure captions should be clearly labelled and submitted as text, either at the end of the article/report following the bibliography, or in a separate document.

If you are in doubt about any aspect of your illustrations, please do not hesitate to **contact the editor, Mark McKerracher ([Medieval.Settlement.Research@gmail.com](mailto:Medieval.Settlement.Research@gmail.com))**.

*The Editor, January 2021*