

Research in Egyptian Archaeology & Cultural Heritage

Mission Statement

Research in Egyptian Archaeology & Cultural Heritage (REACH) is an online journal edited and published by the Egyptian Cultural Heritage Organisation (ECHO), a charitable organisation based in London, dedicated to the protection, conservation and understanding of Egypt's cultural heritage.

The journal is dedicated to the memory of our much-missed colleague and friend Dr G J Tassie, noted Egyptologist and co-founder of ECHO. Tass spent 30 years in the field, becoming a curator at the Grand Egyptian Museum (GEM) shortly before his untimely passing in 2019.

ECHO has been a pioneer in Egyptian cultural heritage for over 20 years, running training excavations and promoting cultural heritage studies via publications and conferences. ECHO has edited two notable volumes on cultural heritage management (2009 and 2015), which gave rise to the current project: to promote the preservation, documentation, research and understanding of Egypt's heritage and its cultural impact domestically and internationally.

The key aim is to create a forum that is open year-round, to facilitate access to resources and to enable discussion, debate and exchange of ideas. The journal contains both reports and peer-reviewed research papers, with a scaled-down editorial process to reduce lag time between submission and publication.

The journal accepts research papers on any aspect of Egyptian archaeology and cultural heritage, including – but not limited to – bioarchaeology, heritage management, environmental archaeology, architecture, art history, textual analysis and tangible and intangible cultural heritage. Papers on methodological and/or theoretical issues will also be accepted.

Reports are not peer-reviewed, but still pass through editing. This includes work such as site reports, presentation/discussion of finds, and reports from rescue excavations. This is designed with particular reference to the large amount of unpublished data kept by Egyptian academics who have been unable to find a forum for its dissemination; it will also be an ideal forum for early career academics. Reviews of books, archaeological sites, museums and exhibitions are welcome as are interviews or debates focusing on topical issues.

Submissions are accepted on a rolling basis and are published online as soon as the editorial process has been completed. Articles published within a calendar year make up a single volume.

To sum up, the following types of articles are accepted for publication:

- Subject to peer review
- Original research papers

Not subject to peer review
Preliminary fieldwork reports
Book reviews
Museum/exhibition/site reviews
Topical Interviews or debates

Language of Publication

Papers are published in British English with Arabic abstracts. Professional academics, researchers and independent scholars are encouraged to submit their work. Part of ECHO's mission is to assist Egyptian archaeologists in reaching an international audience, and to facilitate connections between Egyptian and international academic communities. To this end we offer editorial assistance to Egyptian colleagues writing in English and ask that all Arabic speakers provide their own Arabic abstracts.

Editorial Board

Editors

Lawrence S Owens, ECHO
Aloisia de Trafford, ECHO

Review Editors

Salima Ikram	Distinguished Professor, American University in Cairo
Fekri A. Hassan	Director of Cultural Heritage Department, French University in Cairo; (Emeritus Petrie Professor of Archaeology, University College London)
Nigel Hetherington	Director, Past Preservers Media Consultancy, Cairo
Joanne Rowland	Senior Lecturer in Archaeology (Egypt), University of Edinburgh

Administrator

Janet Johnstone, ECHO

Email address for queries and submissions: admin@reach-egyptarch.com

Guidelines for Contributors

1. General information

REACH accepts papers on a rolling basis; the submissions of a single year comprise one volume. We strive to have a quick turnaround between submission and publication, depending on review and editorial requirements.

Submissions must be electronic and are only accepted via email to: admin@reach-egyptarch.com Images must be attached separately, and the text marked to show their point of insertion: acceptable formats include TIFF and JPEG.

Manuscripts and tables should be submitted as RTF files, and drawings as EPS or PDF files. If a manuscript contains special characters such as hieroglyphs, an additional PDF version of the whole text will be required. The text must be in English. As the journal is based in London, we request British spelling.

Editors reserve the right to refuse papers which are poorly written, too lengthy or that do not follow the Guidelines to Contributors. Acceptable papers will be peer-reviewed, copy edited and returned to the author for any necessary amendments.

Final proofs will be sent out to the corresponding author via email as a PDF file and must be returned within TWO weeks as a PDF or hardcopy. All corrections should be clearly marked and returned within TWO weeks as a PDF or hardcopy.

2. Title Page

The title page must include the following information:

- A) The full title of the manuscript
- B) Full name/s of the author/s
- C) Affiliation/s of the author/s containing full institutional contact details
- D) Email address and telephone number of the corresponding author
- E) Running title (maximum of 50 characters)
- F) List of keywords (no more than 8 and no fewer than 5)
- G) Abstract of 500 words in English and if possible in Arabic; it should be intelligible without reference to the rest of the paper.

2. The Text

The text must be in Calibri font size 12. As a guide, research papers should be between 8,000-12,000 words, although longer papers will be considered if their content merits the extra length. Non-peer-reviewed submissions should be between 3,000-8,000 words, with the same proviso. Footnotes are not permitted except for in tables (see below). All pages must be numbered. Text must be justified.

The text should be subdivided into sections for clarity. Section and sub-section headings should be clearly distinguished from the text and indicated by larger font and bold face (e.g., 16 pts for sections, 14 pts for sub-sections). Sections should not be numbered.

While there is no absolute limit to the number of images you may include, one should aim for a maximum of 1 image per 1000 words. Images judged to be superfluous or unnecessary will be flagged for removal during the editorial process.

Captions to all pictures, figures and tables should be listed on a separate page at the end of the text, following the references. The intended location within the text must be clearly indicated.

The title of fieldwork reports must include the name of the site, its location and the dates of the excavation season reported. The following information must be included

in any report: name and affiliation of the excavation's director/s, information regarding methods used and aims of the research, preliminary results and any details on further planned publications.

In-text use of italics is only permitted for genus and species names or medical terms in Latin. The metric system must be used for all measurements. Metric abbreviations should be expressed in standard lowercase, without full stops (i.e. m, cm, mm). All other abbreviations should be avoided, but where necessary can be used if the first mention is written in full, in brackets.

4. References

In-text references:

Single author: (Kemp 1983, 78)

Two authors: (Renfrew & Bahn 1991)

3+ authors: (Trigger et al. 1983)

Multiple papers: (Hassan 1994, 2003)

Multiple single-year papers: (Tassie 2006a, 2006b)

Multiple citations: (Hassan 2003; Tassie 2001) [in alphabetical order]

Reference List:

All publications cited must be listed alphabetically at the end of the paper. Ensure that all publications cited in the text are included, and do not include references to publications that are not cited in the text. Journal titles should be written in full and not abbreviated. Follow these formats:

Journal papers:

Hassan F. A. 1973. On mechanisms of population growth during the Neolithic, *Current Anthropology* 14(5): 535-542.

Book chapters:

Kemp B. J. 1983. Old Kingdom, Middle Kingdom and Second Intermediate Period c.2686-1552 BC. In: B. G. Trigger, B. J. Kemp, D. O'Connor and A. B. Lloyd (Eds.). *Ancient Egypt: a social history*. Cambridge: University Press, pp. 71-182.

Books:

Tassie, G. J. 2014. *Prehistoric Egypt: socioeconomic transformations in North-East Africa from the Last Glacial Maximum to the Neolithic, 24,000 to 4,000 BC*. London: Golden House Publications.

Websites:

Name of the author/s, if indicated, followed by name of the website, title page and full website address, followed by the date accessed in square brackets.

For any editorial query not addressed here, follow the Harvard Style Guidelines.

5. Tables and Illustrations

Tables should be submitted in pdf format although other formats may be acceptable. They must be clearly titled, and the columns and rows clearly labelled. Footnotes – placed directly below the table – may be used to provide additional explanations. Tables must fit on a B5 page.

Colour, black-and-white or greyscale readable figures not exceeding 200x120 mm will be accepted. Required resolution is 300 dpi for greyscale images and at least 600 dpi for black and white drawings (in vector format).

All illustrations must be referred to in the text and the references should be typed in bold. The editors reserve the right to ask the authors to reformat tables and figures.

6. The Editorial Process

Authors will receive initial acknowledgement of their submission and an answer as to whether it has been accepted by the editors to undergo editing, or (for research papers) the review process.

Research papers are peer-reviewed by two anonymous referees. The editors will make a decision based upon their comments. If a paper is declined, the editor will communicate this to the author, citing the referees' comments. If the paper is accepted, it must be revised (in line with editorial commentary) and returned within THREE weeks.

The format of the final draft must follow the Guidelines to Contributors. This will then be edited, and final proofs will be sent to the authors to check for final minor typos and grammatical mistakes.

7. Copyright Regulations

Any paper submitted to the journal MUST be the original work of the author, MUST NOT have been already published (in English, Arabic or any other language) and MUST NOT be under consideration for publication elsewhere.

Every co-author must approve of the publication, and every institution involved in the research must be acknowledged. It is the authors' responsibility to apply for permissions to publish copyrighted material and to fully acknowledge copyrighted sources.

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