

ALASKA JOURNAL OF ANTHROPOLOGY

STYLE GUIDE

The *Alaska Journal of Anthropology* (AJA) is a peer-reviewed publication of the Alaska Anthropological Association. AJA is published as one volume (two issues) a year and is dedicated to research on Alaska and the circumpolar North. AJA publishes articles, reports and other contributions from all four fields of anthropology and related disciplines, including history, geography, and indigenous languages. AJA also provides a forum for ethnographic and ethnohistoric narratives and translations. Publication emphasis is on Alaska and adjacent regions of Canada and Russia; however, AJA also publishes on issues of broader interest to northern researchers. For author convenience, we present this comprehensive style guide. For all matters not explicitly addressed here, authors are directed to the *Chicago Manual of Style*.

STATEMENT ON ETHICAL PUBLISHING

The editors of the AJA are committed to ethical editorial policies and procedures. The editors ensure the peer-review process is fair, unbiased, and transparent. Journal editors adhere to the COPE International Standards for Editors (at <https://publicationethics.org>). The Alaska Anthropological Association and journal editors expect authors to adhere to the COPE standards available online at <https://publicationethics.org/> and the ethical standards for anthropological research published by the American Anthropological Association (2012) at <http://ethics.americananthro.org/category/statement/>.

SUBMISSION TYPES

The AJA welcomes seven styles of submissions: Articles, Reports, Essays, Translations, Book Reviews, Research Notes, and Thesis and Dissertation Abstracts. The word counts for each are discussed below and apply to the entire manuscript from title through references. However, word counts do not apply to table and figure captions.

ARTICLE

Articles present original scholarly research, must be synthetic and comprehensive (i.e., consult and cite all rel-

evant literature), situate the research within a broader theoretical context, and/or describe innovative methods or techniques. Articles are between 5000 and 10,000 words with no more than 12 total figures or tables. All articles are peer reviewed.

REPORT

Reports are more narrowly focused, technical, and/or describe the conduct and results of research or analysis. Reports are shorter, between 1000 and 5000 words with no more than eight figures or tables. At the editors' discretion, reports may or may not be peer reviewed.

ESSAY

Essays tend to be mid-length papers that react to, describe, clarify, argue, or analyze a topic of interest or comment on previously published works. They may present original information or primary research but, in contrast to articles, are usually structured more as "opinion pieces" than synthetic and comprehensive works. Essays are between 3000 and 7000 words. At the editors' discretion, essays may or may not be peer reviewed.

TRANSLATION

Translations are typically from a language important to the Circumpolar North (e.g., Russian) into English. They are intended to bring important but otherwise unknown sources to the readers of the AJA. The journal especially welcomes any relevant translations from Alaskan, Siberian or Canadian indigenous languages. The length of translations is negotiable with the editors.

BOOK REVIEW

Book reviews of recent publications (within the last three years) are solicited by the book review editor, who also welcomes suggestions of books for possible reviews. The reviewer receives a copy of the book for review and is allowed to keep the book after the review is completed. Book reviews should be around 1000 words.

RESEARCH NOTE

Brief notes about recent research results or research in progress may be submitted directly to the research notes editor. These can also be in the form of comments on someone else's publication. Research Notes should be less than 1000 words.

THESIS AND DISSERTATION ABSTRACTS

Calling all graduate students! AJA welcomes the submission of your thesis or dissertation title and abstract. Thesis and dissertation abstracts completed within the past two years are accepted when submitted directly by the graduate to the abstract compiler. Abstracts appear in the journal exactly as they appeared in the student's thesis or dissertation. Provide the full citation for your thesis or dissertation.

PEER REVIEW

Manuscripts submitted for publication as articles are evaluated by the editors in consultation with at least two peer reviewers and/or members of the journal editorial board. The names of peer reviewers are not disclosed to the authors, unless the reviewer explicitly waives anonymity. The editors make all reasonable attempts to

identify unbiased peer reviewers. If a review is submitted that displays significant bias, includes ad hominem remarks, or is otherwise inappropriate, the editors may, at their discretion, seek additional reviews. Upon submission, authors may (with supporting explanations) suggest individuals to whom the manuscript should not be sent for review. The editors will take these suggestions into account when identifying peer reviewers.

Manuscripts submitted for publication as reports, or determined by the editors to be reports, may be subject to less extensive review. Such manuscripts are typically evaluated by the editors of the journal in consultation with at least one other reviewer. Essays are treated similarly.

The peer-review process normally takes two to four months. Authors are then notified of (1) acceptance or (2) rejection of the manuscript for publication; or (3) are asked to revise and resubmit the manuscript for additional evaluation.

The editors reserve the right to reject, with or without peer review, any works submitted that are determined to be inappropriate for the journal due to subject matter, poor quality writing or scholarship, excessive length, or lack of conformity to this AJA Style Guide.

GUEST EDITED/SPECIAL ISSUES OF THE JOURNAL

The AJA editors will consider, on a case-by-case basis, requests from researchers interested in serving as "guest editors" and compiling collections of thematic contributions for submission to the journal. Approval of such requests does not, however, guarantee publication of any or all of the subsequent submissions. Guest editors must maintain close communication with the AJA editors throughout the submission, evaluation, and editorial process. They also must ensure that the manuscripts for which they are responsible fully comply with all elements of the AJA Style Guide. Submission types normally subjected to peer review by the AJA must also go through that process, without exception. Guest editors may recommend reviewers for individual manuscripts but the decisions on peer reviewers rest with the AJA editors, who also make the final publication decisions.

ARCHAEOLOGICAL AND ETHNOGRAPHIC COLLECTIONS

All ethnographic, archaeological objects, and historic photographs illustrated in *AJA* must include the following, as appropriate: (1) source of illustration, if previously published; (2) catalog/accession number, name of collection, and name of repository; (3) name of photographer or illustrator; (4) dimensions, indicated in the caption text or with a scale.

When reporting on archaeological analysis or excavation, the disposition of the artifacts and other excavated materials must be indicated in the text or in an endnote. If the materials are scheduled for deposit at a repository, provide the name and location of the repository, and name of the collection, if known; for example: "Amaknak Bridge Collection, Museum of the Aleutians, Dutch Harbor, Alaska."

Materials that were collected on private land or are in private hands should be so indicated. "Private Collection" is sufficient.

If the final disposition of materials has not been determined, indicate in an endnote where the materials are currently located, for example: "Materials are currently undergoing analysis in Smith's lab at the University of Texas; a repository in Alaska has not yet been identified."

Use of interview or narrative material information obtained through anthropological interviewing should be fully referenced, treating the informant as the author. Anonymous informants may be referenced as "Anonymous" or using pseudonyms, as appropriate. If pseudonyms are used, the reason for doing so must be explained in the text or an endnote. See below for information to include when citing and referencing interviews. When full disclosure of interview details is inappropriate due to issues of privacy or confidentiality, authors should consult with the editors in preparing references.

As with archaeological materials and ethnographic objects, the disposition of interview recordings, transcripts, and other narrative material should be indicated in the text or in an endnote. If the materials are scheduled for deposit in a repository, provide the name and location of repository, name of the collection, if known, and any other pertinent information.

AUTHORS' RESPONSIBILITIES AND COPYRIGHTS

Authors are responsible for the content of their submissions; for the accuracy of the data, quotations, citations, and references; and for submission of the manuscript in proper format. At the time of submission, authors should specifically indicate what type of submission their manuscript is meant to be (e.g., article, report, essay), but final determinations of the submission types rest with the editors.

In the case of co-authored manuscripts, authors are responsible for determining authorship of manuscripts and the order of authors' names prior to submission. Order of names should reflect relative contributions of each author, with the leading contributor listed first. However, what constitutes a "contribution" should be determined by the authors. Additionally, one author must be explicitly identified as the corresponding author: i.e., the author who will correspond directly with the editors and other *AJA* staff throughout the submission, review, and publication process.

Authors are responsible for determining the copyright status and appropriate attribution of any written, illustrative, or photographic materials they propose to publish. They are responsible for securing and paying for any and all necessary permissions. Upon acceptance of a manuscript for publication, the author must provide the editors with copies (PDFs are acceptable) of permission forms for any illustrations for which the author does not hold copyright.

If the copyright or permissions status of a figure or other work is in question and cannot be determined to the satisfaction of the editors, the editors reserve the right to refuse publication of the copyrighted work in question at any stage in the production process.

Upon acceptance of a manuscript, the first author, or that author's designee, will be responsible for responding to copyedits and for review of the proofs for typographical and figure or table placement errors. The manuscript received by the editors, following review of copyedits by the author, will be considered the final form of the text. Revisions requested by the author after the return of the copyedited manuscript will be made at the editors' discretion.

During the proof review stage, no new text may be introduced to the manuscript, except in cases of editorial error or errors of fact. The first author or designee is responsible for returning the proofs within the time frame specified. Authors will be given 72 hours to review proofs and respond to queries. If the authors do not respond to requests for proof approval in a timely way, the editors may, at their discretion, proceed with publication without formal author approval.

Upon publication, the Alaska Anthropological Association Governing Board retains all copyrights for its publications, including the AJA. Members of the Association receive print copies as a benefit of their membership dues. Printed volumes will be available for purchase through the association's website. All proceeds from sales and memberships go directly to the association. No royalties are paid to the authors. The AJA has adopted an open access policy in that journal content is made freely available by electronic download two years after its publication date at <https://www.alaskaanthropology.org/>.

PERSONAL USE POLICY

The first author will be provided with a PDF of the article or report for personal use and for distribution to co-authors. Personal use includes posting the PDF on authors' website and/or an open-access educational or institutional repository such as Academia.edu, ResearchGate, or university-associated ScholarWorks.

PREPARING AND SUBMITTING

Manuscripts should be submitted electronically via email attachment to the editors. AJA does not accept hard-copy or typescript submissions.

The preferred file format of the AJA is Microsoft Word for text and tables with 1-inch margins and 12-point Times New Roman font use throughout. Include no headers or footnotes in the document. Add pagination in bottom center of every page. Initial manuscript submissions for editorial consideration should include only two MS Word documents. The first containing all text (double spaced except for the title page) beginning with the title page and concluding with references cited. Tables and figures (single spaced) should be embedded in the second Word file, in consecutive order with figures appearing first and tables second. Individual

high-resolution TIFF files saved/exported at 400 dpi for figures are requested only *after* a manuscript is accepted. Every table and figure should be followed by a caption appearing beneath the figure or table. Each table should also include a title appearing above the table.

All tables and figures must be formatted to fit legibly on 8.5x11 inch page layout with one-inch margins all around. This can be done in landscape orientation for wide tables or wide figures. For an acceptable table format see the section on reporting radiocarbon data below. More specific instructions for producing figures and tables will follow.

MANUSCRIPT SECTIONS

The title page of the manuscript will be single-spaced and include the following, in this order:

- Title
- Name of first author
- Affiliation/ mailing address of first author plus email address (disable email hyperlinks)
- Name of second author
- Affiliation/ mailing address of second author plus email address (follow same format for additional authors)
- Abstract
- Abstract text, 200–250 words. A brief summary of the manuscript's content and conclusions. Avoid citations in the abstract.
- Start the text of the submission on the next page.

HEADINGS

First-level (or primary) headings should be boldface, all caps, and centered. Begin the text with the heading "INTRODUCTION" (except for Essays). Second-level headings should be all caps, left justified. Third-level headings should have initial letter capitalized, the rest lower case, in italics.

ENDNOTES

Do not use footnotes. When necessary, list notes at the end of the text and try to keep them brief. Notes should not be used in place of in-text citations.

It is not acceptable to use the automatic endnote (superscript) function in Word. Instead, notes must be

presented in plain text and indicated using < > when the manuscript is first submitted. For example: “archaeological site.<2>”

FIGURES

AJA distinguishes between figures (maps, drawings, graphs, photographs, archaeological profiles) and tables. Color figures are accepted but authors or their institutions are responsible for covering the extra cost of color printing. Call out every figure and table in the text at least once. A parenthetical callout looks like this: (Fig. 2). Parenthetical callouts are abbreviated “Fig.” or “Figs.” and capitalized. “Table” is always spelled out. Callouts may also be integrated with the text: e.g., “Table 3 lists the avifauna in the site vicinity.”

Every figure must be numbered sequentially both in the text and in the file name. Each figure must be saved as a separate file and named like this: LastName_Fig1.tif Example: Anderson_Fig2.tif.

Note that the word “Figure” is capitalized and spelled out in the sentence, but abbreviated in the parenthetical reference (i.e., “Fig.” or “Figs.”). Illustrations of ethnographic and archaeological objects should include scales. When a scale is not included, the dimensions of the object must be specified in the caption. Maps and archaeological plan views must include north indicators, and remember to oversize fonts used in figures. Use of 16-point font for text inside of figures is recommended.

FIGURE CAPTIONS

Every figure must have a caption. Captions should accompany the figure or table in a separate file from the text manuscript. List only one figure or table per page. Captions must include complete credit information, including source of image (e.g., name of museum, archive, library); collection name; catalog or accession number; and name of photographer, graphic artist, cartographer, illustrator, etc. “Photographer unknown” is acceptable in cases of historic photos.

Table 1. Radiocarbon dates.

Lab Number	RCYBP (1σ)	Cal BP (2σ)	Material	δ ¹³ C	Source
Beta-173868	260 ± 40	1491–1681	Salix charcoal	–24.7	Mason 2012
Beta-174355	1340 ± 70	991–1223	seal bone	–13.3	Mason 2012

Radiocarbon dates calibrated with OxCal v4.2 and the Intcal-13 curve (Reimer et al. 2013).

Copies (PDFs) of permission forms must accompany illustrations for which the author does not hold copyright. AJA cannot publish images, figures, illustrations, or tables from previously copyrighted sources without a signed permissions form.

TABLES

Every table must have a title and be numbered sequentially in the text. Tables may or may not have captions. Every table must be called out at least once in the text, either in parentheses (Table 1) or as part of the sentence text: e.g., “The five carbon dates obtained from the site are listed in Table 4.” Only supplemental data tables not intended for the print journal should be submitted in Excel format. All tables intended for the print journal should be in MS Word format. Format the table style as below using bold face header rows and “Inside Horizontal Lines” style under Layout/Border formatting options. Make sure column widths are sufficient and table data fits reasonably within its respective column. See example below.

PHOTOGRAPHS AND GRAYSCALE IMAGES

- TIFF format
- Minimum of 5 inches on longest side
- Minimum of 400 dpi at 5 inches
- Saved grayscale (under “mode” in PhotoShop)

LINE ART AND MAPS

- TIFF or vector format (e.g., EPS)
- Minimum of 5 inches on longest side
- Minimum of 1200 dpi at 5 inches
- For more information on digital images, resolution, and dpi, see “Preparing Images,” an excellent guide available from the University of Michigan Library, at <https://www.lib.umich.edu/files/services/exploratory/pdfs/preparingimages.pdf>

MEASUREMENTS

Measurements of distance, area, volume, and weight must be in metric; English system equivalents may be provided in parentheses for Euro-American or Russian-American sites. Examples:

- “The village is located 3 km (1.9 mi) from the mouth of the river.”
- “The historic cabin dimensions are 2.4 m (8 ft) by 1.8 m (6 ft).”

Leave a space between the number and the unit of measure. No periods are necessary after a unit of measure. Illustrations of artifacts and museum objects should include a scale when possible; dimensions may also be included in the caption.

DATES

- No periods in AD, BC, BP, or cal BP.
- AD appears before a date: i.e., AD 1532.
- BC appears after the date: i.e., 62 BC.

RADIOCARBON DATES

If multiple dates are reported, presentation in tabular form is recommended (see above). When radiocarbon dates are reported for the first time, the following information must be included:

- uncalibrated age in radiocarbon years BP (RCYBP or ^{14}C BP)
- one-sigma (σ) standard error as reported by the lab
- sample identification number provided by the lab
- material dated (wood, marine mammal bone, charcoal, etc.)
- $\delta^{13}\text{C}$ value if the sample was corrected for isotope fractionation

In-Text Example: 3680 \pm 60 RCYBP (Beta-20375; wood charcoal; $\delta^{13}\text{C} = -22.2\text{‰}$).

When discussing calibrated dates in the text, use either cal BP or cal AD/cal BC. *Example:* cal AD 1220–1310 or 11,359–11,915 cal BP.

When applicable, multiple intercepts and probabilities should be reported. For example, an RCYBP date of 359 \pm 21 has two intercepts at 1σ (68% probability) which are 490–420 cal BP (43.6% probability) and 360–330 cal BP (24.6% probability).

When listing calibrated dates or dates previously reported, include:

- the uncalibrated age
- the calibrated date
- the calibration curve used
- the calibration program and version used
- citation of the calibration source, which should be included in the References

NUMBERS

- Spell out numbers one through nine; use numerals for 10 and up. *Except* spell out centuries: e.g., sixteenth century.
- No comma in four-figure numbers: 4000; but 10,000
- Numbered lists: Enclose in parentheses (1)
- % (not percent)
- $n = 785$
- Measurements: Use abbreviations (m, cm, km)
- Time of day: one a.m.; 5:15 p.m.

NATIVE PLACE AND PROPER NAMES

AJA encourages the use and accurate rendering of Native place and proper names. Native place and proper names should be italicized when spelled in accordance with current, accepted orthographies. Authors must identify the relevant orthographies or Native language dictionaries on which the spellings are based.

When possible, authors should incorporate Native place names with an English translation in parentheses and single quotes.

When an English equivalent exists for a Native place name it should be presented in parentheses following the Native name; for example, *Cingigglag* (Cape Mendenhall); *Sasluugu'* (Suslota); *Iqalligvik* (Dogfish Village); *Sijik* (Elephant Point); *Xakwnoowú* ('dry fort').

In some instances there will be three names: Native name, English translation of Native name, and non-Native name that is not a translation. For example: *Gil' Shakee Aan* ('village on top of the cliff,' Bancas Point).

Native proper names with English correlates may be presented in either of the following ways, as long as the usage is consistent within the manuscript: Frieda Roberts (*Imguuq*), Amos (*Apugiña*) Hawley, *Nakaar* (Howard Amos).

SCIENTIFIC TERMS AND LATIN NAMES

In general, scientific names should be included whenever a common name is used, except in extensive lists. Also remember proper use of terms like ecological, technological, and methodological in place of ecologic, technologic, or methodologic.

The preferred style of the AJA is to capitalize geological place names but not descriptors. *Examples:* Susitna Valley, Matanuska River, Mt. Hayes volcano, or middle Tanana Valley.

In the case of lists involving USGS place names, do not capitalize reference to plural features. *Examples:* Susitna, Chulitna, and Talkeetna rivers

Genus and species names are always italicized. Do not italicize sp., spp., cf., or family names. *Examples:* “The following species dominate the Tongass Forest: Sitka spruce (*Picea sitchensis*), Western hemlock (*Tsuga heterophylla*), and red cedar (*Thuja plicata*). Several species of willow (*Salix* spp.) are found on the North Slope. King salmon is a member of the genus *Oncorhynchus* in the family Salmonidae.”

Capitalize only proper names in the common names of species, i.e., Sitka spruce, Stellar’s jay, Arctic char, but king salmon, white spruce, sunburst lichen.

ALASKA HERITAGE RESOURCES SURVEY (AHRs)

AHRs numbers should be shortened. For example, if the full official AHRs number is 49-KOD-00450 then it will be shortened to KOD-450.

SAMPLE TITLE PAGE

REPORT

THE EFFECTS OF CLIMATE CHANGE ON HUNTING AND REINDEER HERDING PRACTICES AMONG THE TOZHU OF SOUTHERN SIBERIA

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ABSTRACT

The effects of climate change on reindeer herding and human communities relying on it have been well-documented in the circumpolar North. By contrast, very little attention has been paid to the degree to which climate change has affected the mixed economy of southern Siberian native communities. This report describes the observations and experiences of climate change made in recent years by Tozhu herder-hunters in southern Siberia. Among the Tozhu, climate change is not necessarily seen as a serious threat compared to economic and social issues. However, the effects of climate change, including hotter, rainier summers, weather unpredictability, and increasing numbers of predators and parasites, have been observed since the mid-2000s and put additional pressure on Tozhu hunting and reindeer herding.

—Page Break—

Next page, beginning of text body:

Following the text body use the following primary headers:

CONCLUSION

No new information should be in your conclusion. Limit its length to less than two pages.

ENDNOTES

Endnotes should be single-spaced and kept as brief as possible. If supplying supplemental data, include the following in your Notes section: Supplemental material is located online at <https://www.alaskaanthropology.org/> under Publications.

ACKNOWLEDGEMENTS

The editors of the AJA especially thank all of its authors for following this style guide prior to submitting manuscripts for peer review. Limit acknowledgements to fewer than 200 words and present them single-spaced. Add a page break following Acknowledgements.

REFERENCES

Start References on a new page. References should be single-spaced with an empty space between each citation. Every source cited in the manuscript (i.e., text, tables, figure captions) must have a complete reference. List references in alphabetical order by author last name. It is preferred to spell out authors' first and last names and to include middle initials.

Arrange multiple references by the same author in ascending chronological order (the earliest reference should come first). References should include first names of authors whenever possible. The editors are aware that many scientific publications do not include authors' first names. If a reference is published using only an author's initials, it is appropriate to use that form in the References.

The name of the first author is inverted, i.e., last name, first name. Second and subsequent authors are in normal order.

Use an "a" or "b" to identify multiple publications by the same author in the same year. Include appropriate accent or diacritical marks for Tlingit, French, Spanish, German, Icelandic, etc. *Example:* Études/Inuit/Studies.

IN-TEXT CITATIONS

AJA uses Chicago Manual of Style author-date system for in-text citations, as follows:

- For one author: (Nadasdy 1999) or Nadasdy (1999)
- Two authors: (Heffner and Heffner 2012) or Heffner and Heffner (2012)
- Three or more: (Stuiver et al. 2004) or Stuiver et al. (2004)

Citations should appear in alphabetical order. Use commas to separate multiple citations to the same author: e.g., (VanStone 1967, 1978). Use semicolons to separate citations to multiple authors. *Example:* (Elias 2003; Oswalt 1955; Steffian and Saltonstall 2009; Tremayne et al. 2014). When citing two or more publications by the same author in the same year, use sequential lower case letters to distinguish between them, *Example:* (Potter 2014a, 2014b).

When reproducing quotations, even very short ones, a page citation must be provided, for example: (Larsen and Rainey 1948:26–27). Note that there is no space between the colon and the page number. Use full page

ranges: *Example:* (Arutiunov and Sergeev 2006:21–24) not (Arutiunov and Sergeev 2006:21–4).

Works that have been accepted for publication, but have not yet been published, may be cited using the current year and adding either "in press" if proof pages have been generated or "forthcoming" if no proofs are available where the page numbers would appear in the References section. *In text example:* (Holmes et al. 2018 in press).

When citing reprints of historical works, include the original publication date in brackets the first instance the work is cited, followed by the date of the reprint. For example:

- first instance in text: (Nelson [1899] 1983:438)
- thereafter: (Nelson 1983:438)

Capitalize "Figure" and "Table" to refer only to illustrations within your present manuscript, but not previously published materials. If citing information in previously published figures, plates, tables, and appendices only cite the page number of that source, for example (Mooney et al. 2012:32).

Cite a previously published endnote or footnote using the page number, an italicized "n" (for "note"), followed by the note number: (Sheppard 1998:161 *n*2).

PERSONAL COMMUNICATION

Cite personal communications using the full name of the informant and the date of the communication: (Alison Smith, pers. comm. 21 January 2011). Personal communications do not appear in the list of references.

JOURNAL ARTICLE

Always include both volume and issue, even for journals that are continuously paginated. Italicize journal name. List all author names. Capitalize key words. Retain capitalization of foreign-language works (e.g., use sentence-style capitalization for works in French).

Cruikshank, Julie

1992 Images of Society in Klondike Gold Rush Narratives: Skookum Jim and the Discovery of Gold. *Ethnohistory* 39(1):20–41.

Ganley, Matt L., and Polly C. Wheeler

2012 The Place Not Yet Subjugated: Prince William Sound, 1770–1800. *Arctic Anthropology* 49(2):113–127.

Goebel, Ted, Sergei B. Slobodin, and Michael R. Waters
2010 New Dates from Ushki-1, Kamchatka, Confirm 13,000 cal BP Age for Earliest Paleolithic Occupation. *Journal of Archaeological Science* 37(10):2640–2649.

Saladin d'Anglure, Bernard
1983 Ijiiqat: voyage au pays de l'invisible inuit. *Études/Inuit/Studies* 7(1):67–83.

IN PRESS

Holmes, Charles E., Joshua Reuther, Jacob Adams, Peter Bowers, and Allison Little
2018 The Eroadaway Site: Lithic Technological Variability at a Late Glacial Subalpine Camp in the Central Alaska Range. *Alaska Journal of Anthropology* 16(1), in press.

BOOK

Include complete title and subtitle; italicize title. Capitalize key words. Retain foreign-language formatting as appropriate, including capitalization and accent marks.

Burch, Ernest S., Jr.
2005 *Alliance and Conflict: The World System of the Inupiaq Eskimos*. University of Nebraska Press, Lincoln.

Kari, James, and James A. Fall
2003 *Shem Pete's Alaska: The Territory of the Upper Cook Inlet Dena'ina*, 2nd ed. University of Alaska Press, Fairbanks.

Krupnik, Igor, and Michael Chlenov
2013 *Yupik Transitions: Change and Survival at Bering Strait, 1900–1960*. University of Alaska Press, Fairbanks.

EDITED VOLUME

Campbell, John Martin, editor
2004 *In a Hungry Country: Essays by Simon Paneak*. University of Alaska Press, Fairbanks.

Anderson, David G., Robert P. Wishart, and Virginie Vaté, editors
2013 *About the Hearth: Perspectives on the Home, Hearth and Household in the Circumpolar North*. Berghahn, New York.

CHAPTER IN EDITED VOLUME

Barr, Gideon K.
1996 Ilaganiq, a Folktale. In *Ublasauñ/First Light: Inupiaq Hunters and Herders in the Early Twentieth Century, Northern Seward Peninsula, Alaska*, edited by Jeanne Schaaf, pp. 127–143. Shared Beringian Heritage Program, National Park Service, Anchorage.

de Laguna, Frederica
1981 Ahtna. In *Handbook of North American Indians*, vol. 6, *Subarctic*, edited by June Helm, pp. 641–663. Smithsonian Institution Press, Washington, DC.

Reger, Douglas
1996 Beluga Point. In *American Beginnings: The Prehistory and Paleoecology of Beringia*, edited by Fredrick H. West, pp. 433–436. University of Chicago Press, Chicago.

TRANSLATIONS

Rasmussen, Knud
1936 *The Eagle's Gift: Alaska Eskimo Tales*. Translated by Isobel Hutchinson. Doubleday, Doran and Company, Garden City.

REPRINT

Include the date of original publication in brackets.

Jochelson, Waldemar
[1908] 1975 *The Koryak*. AMS Press, New York.

Nelson, Edward W.
[1899] 1983 *The Eskimo about Bering Strait*. Smithsonian Institution Press, Washington, DC.

TITLED VOLUME OR MONOGRAPH IN A SERIES

Italicize title, not the name of the series.

Dumond, Don E.
1998 *The Hillside Site St. Lawrence Island Alaska: An Examination of Collections from the 1930s*. Anthropological Papers of the University of Oregon no. 55. Department of Anthropology, University of Oregon, Eugene.

Griffin, Dennis G.
2004 *Ellikarrmiut: Changing Lifeways in an Alaskan Community*. Aurora Monograph Series no. VII. Alaska Anthropological Association, Anchorage.

Reckord, Holly
1983 *Where Raven Stood: Cultural Resources of the Ahtna Region*. Anthropology and Historic Preservation, Cooperative Park Studies Unit, Occasional Papers no. 35. University of Alaska, Fairbanks.

VanStone, James W.
1979 *Ingalik Contact Ecology: An Ethnohistory of the Lower-Middle Yukon, 1790–1935*. Fieldiana Anthropology no. 71. Field Museum of Natural History, Chicago.

WORKS WITH TITLES IN TWO DIFFERENT LANGUAGES

Separate titles with a slash mark. The rest translated into English.

Fienup-Riordan, Ann
2009 Cat Tamarmeng Ellangqertut/All Things Have Awareness. In *Gifts from the Ancestors: Ancient Ivories of Bering Strait*, edited by William W. Fitzhugh, Julie Hollowell, and Aron L. Crowell, pp. 226–239. Princeton University Art Museum, Princeton.

Laugrand, Frédéric, and Jarich Oosten, editors
2007 *La Nature des esprits dans les cosmologies autochtones/ Nature of Spirits in Aboriginal Cosmologies*. University of Laval Press, Laval.

TRANSLATING REFERENCES FROM OTHER LANGUAGES

Separate titles from both languages with a slash mark. Include transliterated titles in brackets. As much as possible of the rest is translated into English.

Ratzel, F.
1901 Народоведение [*Narodovedenie*]/*Ethnology*. Book Publisher Education Partnership, St. Petersburg.

Shilo, N. A., T. M. Dikova, and A. V. Lozhkin
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Include date and location of interview. Include format referenced (i.e., tape, digital file, transcript). Include language of interview, if not English. Include name of interviewer. Include name of translator and/or transcriber. Include name of collection, accession number, and archive or repository, if interview is archived. If the interview has not been archived, indicate “in possession of author.”

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