**XIth Congress AIECM3 on Medieval and Modern Period Mediterranean Ceramics**

**Ocotber 19-24, 2015**

**Antalya**

The deadline for submitting contributions on CD-ROM, DVD or by We Transfer is August 1st, 2016

Please send to the following e-mail address: akirci@ku.edu.tr

Or the following postal address:

Koç Üniversitesi Vehbi Koç Ankara Araştırmaları Uygulama ve Araştırma Merkezi (VEKAM)

Pınarbaşı Mahallesi Şehit Hakan Turan Sok. No:9

Keçiören / Ankara / TURKEY

Phb: +90 312 355 20 27

Fax: +90 312 356 33 94

**Publishing Guidelines**

**TEXT**

* The communication must be 12 printed (approximately 7000 characters with space) maximum with illustrations, notes and bibliography.

The same standards should be respected for the publications of posters for which the maximum length is 4 pages (2 pages maximum for illustrations).

Please use the Times New Roman, 11 pts. With single space. The text must be sent in doc or docx format. The texts exceeding these limits will be returned to the author to be reduced.

* **Title** should be clear and concise
* **Author/s-** The name of the author/s should be placed just under title: first name, SURNAME, institutional affiliation.
* **Abstract** should be 10 lines in length (including space), should be translated into a language other than that in which the text is written.

**References –** References should be included within the text, placed in brackets (author surname, date: page and / or figure than in footnotes (eg. Thriot, 1990, p. 135). References should refer to the complete bibliography placed at the end of the text.

* **Notes** should be continuous automatic numbering, they should be as limited as possible and placed at the end of the text. The references should be indicated in the text using Arabic numerals.
* **The bibliography** should be placed at the end of the text. If an author has published more than a contribution in the same year, several publications have to be differentiated by letters a,b,c and bibliography should be include all the references in the text.

**Photographs / Illustrations / Tables / Plates**

* Photographs that will be used in papers should be in Tiff or JPEG format with a resolution of 300 DPI, should be 15 cm in height and 15 cm in width.
* Illustrations should be in ıllustrator Aİ or PDF format and vectorial.
* The numbering of photos and drawings should be continuous as fig.1, fig2.
* For plates different numbering should be adopt other than photographs and illustrations.
* Plates : If plates includes photographs and drawings, photographs should be sent separately and captions of photographs and drawings should be send as a separate list.
* In the case of drawings grouped in to plates, only the plate has a number, different drawing components will be designated by a lower case letter or an extra digit. The numbering will be continuous
* Number of photographs, illustrations, plates and tables should be indicated in brackets in the text as (figure 1(for photographs and illustrations) , table 1, plate 1)
* The captions of the images should be submitted at the end of the document with a continuous numbering (eg. Fig.13 a)
* The documentation will be composed of the following files, in a single folder called Author’s Surname. In the case of presence of several author, the first author et al. should be used.
* In case of multiple contributions of the same author, differentiate them using letters a,b,c.

Ex: AUTHOR’S NAME \_ text or fig \_ Date

FRANCOIS \_text\_ 11-11-2015 or FRANCOIS\_fig01\_11-11-2015

**EXAMPLES FOR BIBLIOGRAPHY:**

**Books**
Karaca, E. (2008). Türk basınında kalem kavgaları. İstanbul: Bizim Kitaplar.

Reference: (Karaca, 2008, p. 12)

**Chapters in a book**
McGowan, B. (2006). Seçkinler ve kapıkulları. H. İnalcık ve D.Quataert (Ed.).  Osmanlı İmparatorluğunun ekonomik ve sosyal tarihi (1600 -1914) (Vol. 2)  (pp.761-884). İstanbul: Eren Yayıncılık.

Reference: (McGowan, 2006, p.763)

**Translated Books**
Lewis, B. (2000). Modern Türkiye’nin doğuşu (M. Kıratlı, Tran.). Ankara: Turkish Historical  Society.

Reference: (Lewis, 2000, p. 12)

**Articles**
Demir, S. (2012). Kültürel bellek, gelenek ve halk bilimi müzeleri. Milli Folklor Dergisi (Journal of National Folklore), 12(24), 184-193.

Reference: (Demir, 2012, p.190)

**Electronic Articles**
Kaçar, D. (2010). Ankara, a small town, transformed to a nation’s capital. Journal of  Planning History, 9(1), 43-65. accessed December 3, 2013
http://jph.sagepub.com/content/9/1/43.full.pdf+html

Reference: (Kaçar, 2010, p. 52)

**Thesis**
Ertuğrul, Z. (2007). Birinci Ulusal Mimarlık Dönemi mimarlarından Muzaffer Bey:  Eserleri ve sanat anlayışı. Unpublished doctoral dissertation, Anadolu University  Insititute of Social Sciences, Eskişehir.

Reference: (Ertuğrul, 2007, p.123)

**Reports**
Aktüre, S. (1994). Tarih içinde Anadolu kenti mekânsal yapı çözümlemelerine ilişkin  bazı gözlem ve öneriler. F. B. Yıldırım (Yay. Haz.). Kent tarihçiliği: Kent tarihleri  atölyesi, 5-6 Mart 1994 (pp. 46-51 Ankara: Toplu Konut İdaresi, Tarih
Vakfı.

Reference: (Aktüre, 1994, p. 48)

**Archival Documents**
Ankara Şer’iye Sicilleri [AŞS.]. (18/M/1202[Hijri]). (Record No: 178, Judgment No: 5). El  Yazmaları ve Nadir Eserler Koleksiyonu, Milli Kütüphane Mikrofilm Arşivi [MKMA],  Ankara.

Reference: (AŞS., 178/5, MKMA)

Cevdet, Dahiliye Fonu [C.DH.]. (28/L/1211[Hijri]). (File No: 126, Vol. No:  6297),
T.C. Başbakanlık Devlet Arşivleri Genel Müdürlüğü Osmanlı Arşivi (BOA), (General Directorate of State Archives, Ottoman Archives)  İstanbul.

Reference: (C.DH., 126/6297, BOA)

**Photographs**

[Photograph of Ulus City Garden]. (1933). Photograph and Postcard Archive (2059). Vehbi Koç  Ankara Araştırmaları Uygulama ve Araştırma Merkezi (VEKAM), Ankara.
Reference: (Ulus City Garden, 1933)

Memduh Biraderler. (1927). Ankara Palas [photograph] Asır Proje Arşivi, Ankara.

Reference: (Memduh Biraderler, 1927)

**Plans**
Egli, E. and Schneer, K. (Drawn by). (1932). Koçzade Han project M 1:50 [Plan]. (File No:  Fevzipaşa Cad. 2720 block, 24 layout; plan no:17). Altındağ Municipality Archive, Ankara.
Reference: (Egli and Schneer, 1932, Plan no:17)

**Web Pages**
UNESCO. (2013). World Heritage list. accessed December 14, 2013 through UNESCO web site : <http://whc.unesco.org/en/list>

Reference: (UNESCO, 2013)