**– ARTICLE –**

TITLE

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**Abstract**

A single paragraph of about 200 words maximum. For research articles, abstracts should give a pertinent overview of the work. We encourage authors to use the following style of structured abstracts, but without headings: (1) Background: Place the question addressed in a broad context and highlight the purpose of the study; (2) Methods: briefly describe the main methods (3) Results: summarize the article’s main findings; (4) Conclusions: indicate the main conclusions or interpretations. The abstract should be an objective representation of the article and it must not contain results that are not presented and substantiated in the main text and should not exaggerate the main conclusions.

***Keywords*:** keyword 1; keyword 2; keyword 3 (List three to five pertinent keywords specific to the article yet reasonably common within the subject discipline.)

## How to Use This Template

The template details the sections that can be used in a manuscript. Names of and sections are flexible, these are just suggestions as a guideline. Each section proves examples on how to format different parts of the article such as tables and figures. Remove this paragraph and start with the introduction section. For any questions, please contact the editorial office at jpa@nzarchaeology.org

## Introduction

The introduction should briefly place the study in a broad context and highlight why it is important. It should define the purpose of the work and its significance. The current state of the research field should be carefully reviewed and key publications cited. Finally, briefly mention the main aim of the work and highlight the principal conclusions. References should be in-text citations.

* Single author: Smith 1900
* Two Authors: Smith and Jones 1900
* Three or more: Smith *et al.* 1900

Further information on references can be found at the end of this document.

## Literature review

Provides context and review of literature

For sub headings please use the style “Heading 3” as seen below, and “Heading 4” for an additional subsection within that. Sub-sections should be numbered respective to the number of the section they are in.

### Sub section of literature review

#### Second sub section of literature review

## Materials and methods

The Materials and Methods should be described with sufficient details to allow others to replicate and build on the published results. With as much data and/or code as is possible shared as supplementary data or linked to through an online repository. Please see the data availability section for more information.

## Results

### Figures

All figures and tables should be cited in the main text as Figure 1, Table 1, etc. Figures and tables should be placed near to where they are first cited in-text. They may go across columns.

****

Figure 1: This is a figure. Figures should use this formatting. Please include citations in the caption where necessary. Figure captions go below the figure.

Table 1: This is a table. Table captions go above the table. Tables can go across columns. The below is an example of how a table could be formatted.

|  |  |  |
| --- | --- | --- |
| Title 1 | Title 2 | Title 3 |
| Entry 1 | data | data |
| Entry 2 | data | data |
| Entry 3 | data | data1 |

1Tables may have a footer



Figure 2: This is a figure. If there are multiple panels, they should be listed as: (a) Description of what is contained in the first panel; (b) Description of what is contained in the second panel. Figures should be placed in the main text near to the first time they are cited.

The text continues like so. For a figure with multiple panels, each one should be listed and clearly identified in the figure, as exemplified in figure 2.

## Discussion

Authors should discuss the results and how they can be interpreted from the per-spective of previous studies and of the working hypotheses. The findings and their impli-cations should be discussed in the

broadest context possible. Future research directions may also be highlighted.

## Conclusion

This section is not mandatory but can be added if required.

Supplementary Materials

The supporting information can be downloaded at JPA HYPERLINK S1: Description of S1; S2: Description of S2.

Funding

Please add: “This research received no external funding” or “This research was funded by NAME OF FUNDER, grant number XXX, awarded to NAMES”

Data Availability Statement.

In this section please outline if you data is openly available for further use and where it may be found, such as in the supplementary information or published through an online repository such as [Zenodo](https://zenodo.org/).

Please see [this link](https://authorservices.taylorandfrancis.com/data-sharing/share-your-data/data-availability-statements/) for examples of a range of different statements that can be used depending on the circumstance.

Partnerships

For papers that use primary data from Indigenous contexts, please provide the manner in which community engagement was undertaken and which group(s) were consulted. Primary data includes any information from or associated with an identifiable community group.

* For example
	+ if an excavation was undertaken, what was the relationship with the community groups through the research process?
	+ A broader study of regional or inter-regional data that does not specifically use data from individual locations would not be considered primary data.

If your paper does not use any primary Indigenous data, please state, “This research did not use any primary data from Indigenous contexts”.

Conflicts of Interest

Declare conflicts of interest or state “The authors declare no conflicts of interest.” Authors must identify and declare any personal circumstances or interest that may be perceived as inappropriately influencing the representation or interpretation of reported research results. Any role of the funders in the design of the study; in the collection, analyses or interpretation of data; in the writing of the manuscript; or in the decision to publish the results must be declared in this section. If there is no role, please state “The funders had no role in the design of the study; in the collection, analyses, or interpretation of data; in the writing of the manuscript; or in the decision to publish the results”.

Author Contributions

For research articles with several authors, a short paragraph specifying their individual contributions must be provided. The following statements could be used “Conceptualization, X.X. and Y.Y.; methodology, X.X.; software, X.X.; validation, X.X., Y.Y. and Z.Z.; formal analysis, X.X.; investigation, X.X.; resources, X.X.; data curation, X.X.; writing—original draft preparation, X.X.; writing—review and editing, X.X.; visualization, X.X.; supervision, X.X.; project administration, X.X.; funding acquisition, Y.Y. All authors have read and agreed to the published version of the manuscript.” Please turn to the [CRediT taxonomy](https://credit.niso.org/) for term explanation.

Acknowledgements

In this section, you can acknowledge any support given which is not covered by the author contribution or funding sections.

Appendix A

The appendix is an optional section that can contain details and data supplemental to the main text—for example, explanations of experimental details that would disrupt the flow of the main text but nonetheless remain crucial to understanding and reproducing the research shown; figures of replicates for experiments of which representative data is shown in the main text can be added here if brief, or as Supplementary data.

Appendix B

All appendix sections must be cited in the main text. In the appendices, Figures, Tables, etc. should be labeled starting with “A”—e.g., Figure A1, Figure A2, etc.

References

All citations in the article must be in the references, and no references included which are not cited in-text. JPA broadly follows the Author-Date style of the [Chicago manual of Style](https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-2.html). Repeat the name of an author each time in the case of multiple references.

Wherever possible please include a digital object identifier (DOI), however for some older works this may not be possible.

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