

Submission Guidelines for *Southwest Archaeology Today*

Southwest Archaeology Today (SAT) is a free weekly news digest service provided by Archaeology Southwest. It shares information and events relevant to our organization's mission to explore and protect the places of the past. Archaeology Southwest practices Preservation Archaeology, a holistic, conservation-based approach to exploring places of the past in the American Southwest and Mexican Northwest. The editorial policies of the *SAT* newsletter are aligned with Preservation Archaeology.

This document provides specific guidelines to assist you in having your announcements listed in *SAT*.

Submissions of For-Profit Advertising Will Not Be Considered

The *SAT* newsletter is published as a free service by Archaeology Southwest, and we have pledged to our readers that we will keep the newsletter free of advertising by for-profit companies. This includes, but is not limited to, commercial tours and lecture programs. An exception to this rule is announcements of employment opportunities, which we do publish.

We do post announcements for archaeological tours, lectures, or other free public events sponsored by nonprofit organizations that share in the practice of Preservation Archaeology.

Publication Announcements

The *SAT* newsletter does not review publications. Our publication announcements are basic citations with a link to the journal, press, or open-access library. We do not announce self-published material. Our limited staff resources and weekly publication schedule simply do not give us the time to review self-published materials. This is not a judgment, but a recognition that we lack the time and resources to make a judgment.

Submission Guidelines

Just as *Kiva* and *American Antiquity* have rules for submission, so does *SAT*. By following these guidelines, you help us maintain *SAT* as a free service to the Southwestern archaeological community.

Archaeology Southwest publishes *SAT* to share archaeological and historic preservation news and events, and we welcome submissions of current news items. We publish submissions that are relevant to 1) the practice of Preservation Archaeology in the American Southwest and Mexican Northwest; 2) topics such as the peopling of the Americas or connections to other culture areas, including Mesoamerica; 3) technological developments in archaeological practice; 4) current news and developments regarding public lands policy; 5) current news and developments about Tribes and their traditional territories, particularly in the West; and 6) regulatory issues, including implementation of the Native American Graves Protection and Repatriation Act, the National Historic Preservation Act, and the National Environmental Policy Act.

Please use our online submission form: <https://www.archaeologysouthwest.org/submit-to-sat/>

- 1) Your announcement needs to be in the form of a single short paragraph. Please describe your news or event details in complete sentences.
- 2) For lecture announcements, please do not list speaker accomplishments, recent publications, or other biographical details.
- 3) Provide a date, time, and location for your events. This seems obvious, but such omissions often occur.

We recommend that you submit event information **three weeks** before the event.

Thank you for doing your part to keep the *SAT* newsletter a free communications tool. Should you have any questions or need clarification, please contact us at sat-editor@archaeologysouthwest.org.