

**XIII INTERNATIONAL PHYSICAL ANTHROPOLOGY COLLOQUIUM
“JUAN COMAS”**

November 6 to 11, 2005

CAMPECHE, CAMPECHE, MEXICO

INSTRUCTIONS TO AUTHORS

The biannual celebration of this encounter has turned into an academic debate of research results, theoretical positions and methods, and working techniques of physical anthropologists and human biologists from Mexico and the rest of the world. Because of its practically uninterrupted celebration since 1982 the “Juan Comas” Colloquium has become a space that gathers researchers of physical anthropology as well as academics from related fields. We are also interested in the participation of students in our field.

The participation in this XIII encounter may take place through the following modalities:

- Plenary sessions
- Work symposiums
- Independent lectures
- Poster sessions
- Other activities: video shows or organizing workshops

Any one person can participate as author or co-author in a maximum of three presentations in any of the modalities. Participation proposals will be subject to an evaluation whose results will be notified on due time.

Final date for reception proposals on any modality:

June 30, 2005

Send proposals on any modality, obtain additional information and send suggestions for the Colloquium and the program to:

comas13@walla.com or amab_le@hotmail.com

Editorial norms:

http://amab.tripod.com.mx

Only presentations in which at least one of the registered co-authors is present during the Colloquium will be published.

Membership and subscription fees	Mexican pesos
AMAB regular annual membership	250.00
AMAB, student membership	125.00
Regular subscription AMAB members	500.00
Student subscription AMAB members	250.00
Regular non-member subscription	1,200.00
Student non-member subscription	600.00

***Estudios de Antropología Biológica* journal**

The official registration to the encounter gives you the right to receive without additional cost volume XIII of the journal *Estudios de Antropología Biológica*.

Payment

Fees may be paid at the subscription desk during the conference, or can be deposited in Banamex bank account number 1880219, branch 0349. Send a fax with the deposit slip to (55) 5622 9651, or present it at the Colloquium registration desk. Subscription fees must be in before September 30, 2005, on which date the final printing of the program will take place.

Participation acceptance

The organizing committee will communicate the acceptance of each one of the proposals on any of the modalities by September 30, 2005. If subsequently to that date no official communication has

been received, please get in contact with the organizers (*comas13@walla.com* or *amab_le@hotmail.com*), because only the symposiums, independent essays and the confirmed activities may be presented or carried out.

Plenary sessions

The objective of these sessions is to approach significant themes on contemporary physical anthropology following the key-note conferences that will be given by distinguished specialists invited specifically for that by the organizing committee. There will be one plenary session per day.

Work symposium registration

Proposals must include:

- Participation modality (symposium in this case)
- Symposium title
- Name of the symposium organizer
- Organizer's institutional affiliation
- Organizer's e-mail (compulsory)
- Organizer's address
- Organizer's state of residence
- Organizer's country of residence
- Organizer's zip code
- Organizer's fax number
- Symposium objectives (maximum 500 words)
- Name and institutional affiliation of one commentator per symposium
- Title and author of each of the papers presented (minimum four and maximum six)

Each symposium paper must include:

- Title
- Author's full name
- Author's institutional affiliation

- Paper summary (maximum 300 words)
- E-mail of at least one of the authors (compulsory)
- Audiovisual back up required

The symposia will have a duration of not more than two hours, so each speaker will dispose of 15 to 20 minutes for his presentation, according to the number of papers included. The students may participate as speakers on the symposium themes if expressly invited by the organizer, who will be responsible of the academic quality of all the papers presented at the symposium.

Note: The organizer is responsible for the assistance to the meeting of the commentator and the speakers as well as of the quality of the papers presented.

Independent papers

These are papers of individual authors with at least a bachelor's degree on different subjects on contemporary physical anthropology. The Organizing Committee will place the papers into the different symposiums. Each essay shall be organized to be presented in 15 minutes at the most. The independent lectures must include:

- Title
- Name of each of the authors
- Institutional affiliation of each of the authors clearly expressed
- E-mail of at least one of the authors (compulsory)
- Address of the author that registers the lecture
- Federal entity from where the author that registers the lecture comes from
- Country of origin of the author that registers the lecture
- Zip code of the author that registers the lecture
- Fax number of the author that registers the lecture
- Summary with a maximum of 300 words
- Audiovisual back up required

Note 1: In case of co-authorship, the Organizing Committee will establish contact only with the author that provides an e-mail address. This author will be responsible of contacting any of co-authors.

Note 2: If necessary, the Organizing Committee will solicit the working out of posters instead of independent lectures.

The making of posters

Students without a bachelors degree may participate on this modality, if and when they send their proposals to be approved with the guarantee of a professional with at least a bachelors degree, whose name has to be recorded on the poster. Professionals may also participate on this discipline if they wish to do so. Poster proposals must include:

- Title
- Names of each of the authors
- Institutional assignment of each of the authors clearly expressed
- The e-mail of at least one author (compulsory)
- Address of the registering author
- Federal entity from which the recording author comes from
- Country of origin of the author that registers
- Zip code from where the author that registers
- Fax number of the author that registers
- Poster summary in a maximum of 300 words
- In case of student proposals, the academic guarantor mentioned before will include his or her e-mail and his or her institutional affiliation.

Note: The author that registers the lecture will be responsible of informing his co-authors. The Organizing Committee will only establish contact with this author.

For the display

Posters must include:

- Title
- Name of each of the authors
- Institutional affiliation of each author
- Town and country of origin of each co-author
- At least one e-mail of the authors
- On the main body of the poster the objective, the method, the results and the conclusions

In the case of the posters made by the students, beside the previous points, it must include:

- Name of the academic sponsor
- Institutional affiliation of the academic sponsor
- E-mail of the academic sponsor

Posters will be drawn up with traditional materials and will be exactly 1.5 meters wide by 2.0 meters long, light and thin enough to allow an easy placement on the screens. The organizers will only provide nails and hammers; any special or different material for the exhibition of the posters will be provided by the authors, who shall also remain at the side of the poster the day and hour assigned.

Note: The best three student posters will receive a price.

ORGANIZATION OF ACTIVITIES

Videos (maximum 30 minutes), workshops, conferences, specialized courses, informal thematic gatherings, etc. do not need to elaborate essays, but must be booked by someone responsible with at least a bachelors degree, indicating a tentative number of participant and the required resources, such as video-projectors, overhead projectors, etc.

Note: The approval of these activities will be subjected to space availability, equipment and financial resources.

Publishing

Papers delivered during the colloquium will be reviewed for publication volume XIII of *Estudios de Antropología Biológica*. Those interested must adjust the texts to the norms found on AMAB's web page. Works must be handed in to the corresponding symposium coordinator at the moment of its presentation. Please hand in your papers following the editorial norms in order to speed up the publication process.

Accommodations and transportation

Information on hotels and price lists, airlines and busses for transportation from Mexico City to the venue city will be sent as soon as possible. Reservations for transportation and accommodations are the participants responsibility.

The Organizing Committee