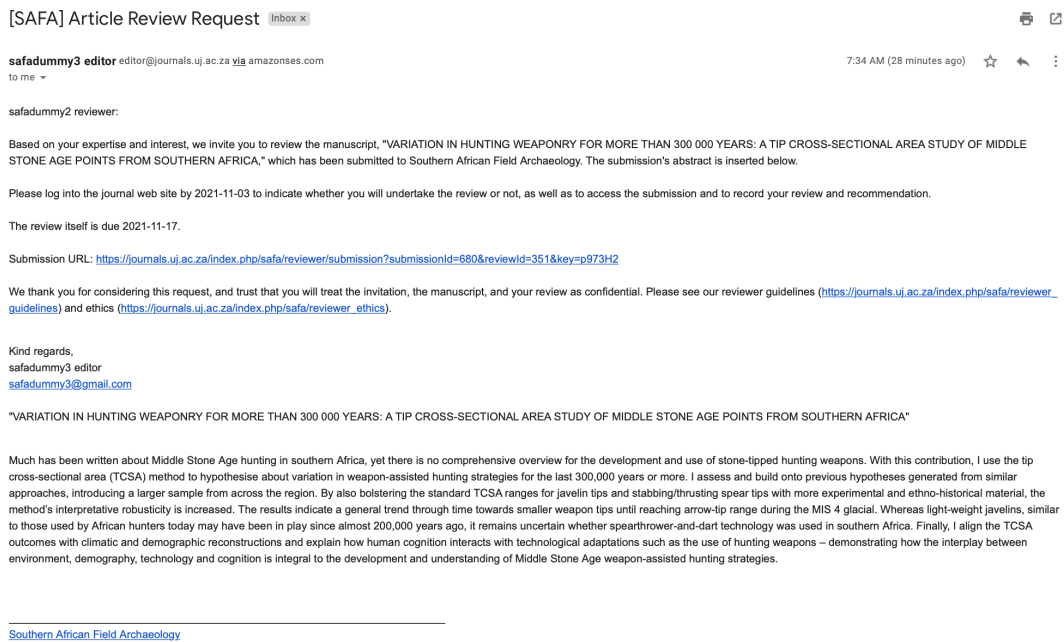


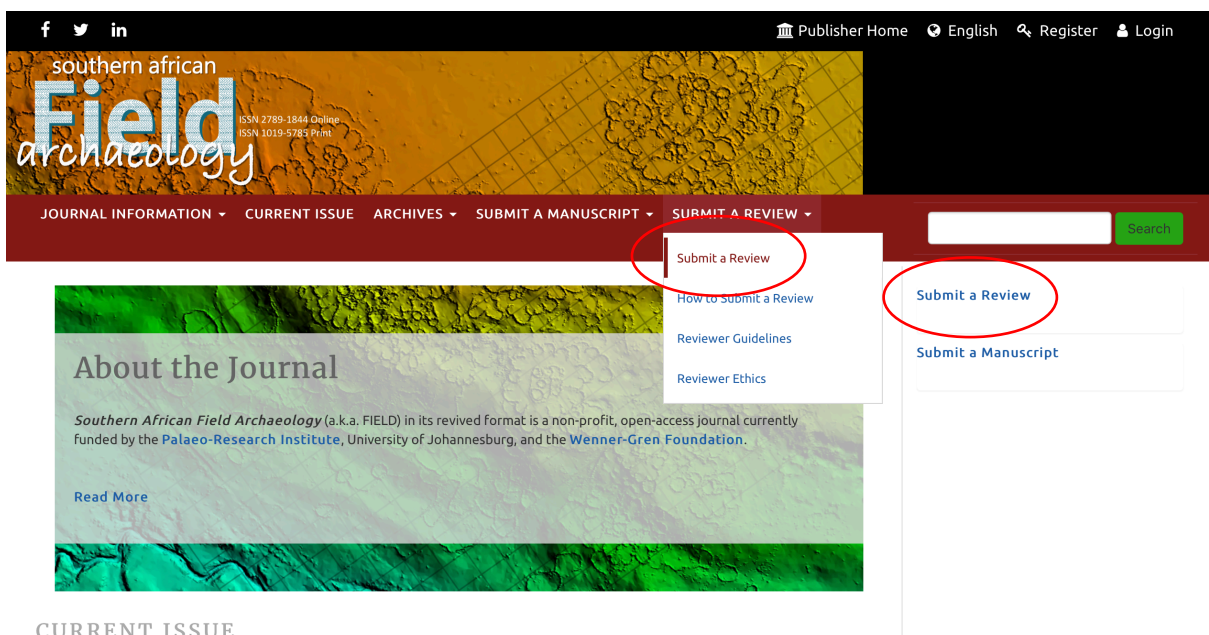
REVIEWER WORKFLOW GUIDE DOCUMENT – HOW TO SUBMIT A REVIEW

Steps:

1. Upon receiving a request to review, please read SAFA’s reviewer guidelines (https://journals.uj.ac.za/index.php/safa/reviewer_guidelines) and ethics (https://journals.uj.ac.za/index.php/safa/reviewer_ethics), and navigate to the supplied URL in the invitation email to access the submission.

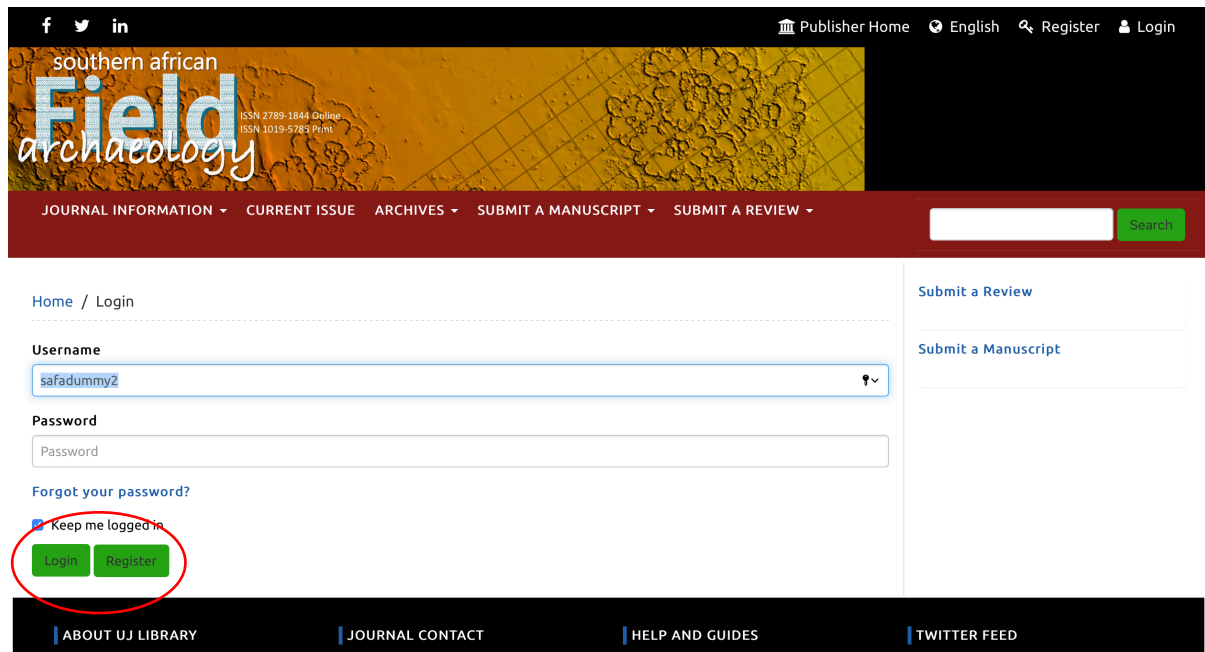


2. Or, navigate to <https://journals.uj.ac.za/index.php/safa/index> and click ‘Submit a Review’.

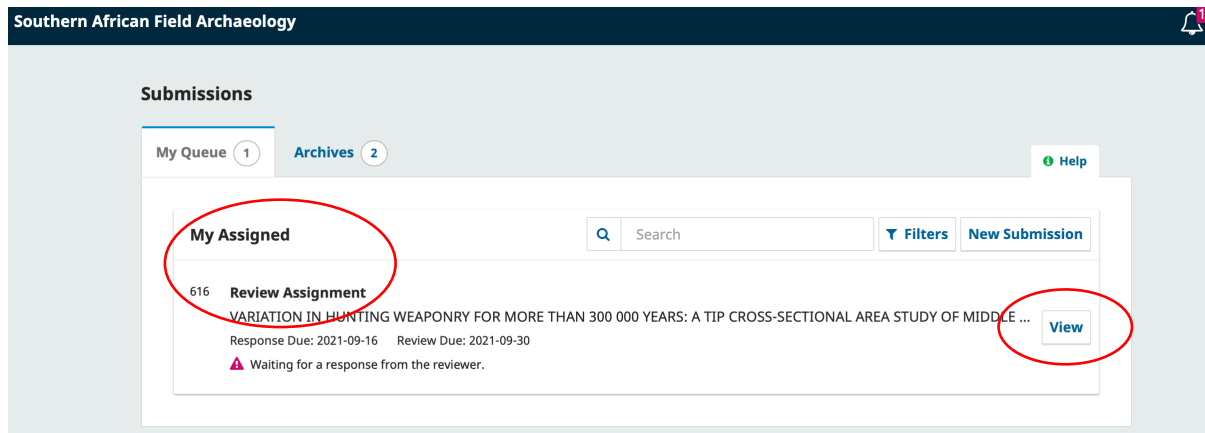


CURRENT ISSUE

- You will be asked to register or login. New reviewers click 'Register' on the login page and complete the registration process (not shown here; once registration is complete, select 'View Submissions'). Existing reviewers enter their username and password and click 'Login'.



- The SAFA 'Submissions' page will open. Please click 'View' to access the review request.



- Note the due dates, and decide whether you have the necessary time and expertise to serve as reviewer before accepting or declining the review request.

Review: VARIATION IN HUNTING WEAPONRY FOR MORE THAN 300 000 YEARS: A TIP CROSS-SECTIONAL AREA STUDY OF MIDDLE STONE AGE POINTS FROM SOUTHERN AFRICA

1. Request **2. Guidelines** **3. Download & Review** **4. Completion**

Request for Review

You have been selected as a potential reviewer of the following submission. Below is an overview of the submission, as well as the timeline for this review. We hope that you are able to participate.

Article Title

VARIATION IN HUNTING WEAPONRY FOR MORE THAN 300 000 YEARS: A TIP CROSS-SECTIONAL AREA STUDY OF MIDDLE STONE AGE POINTS FROM SOUTHERN AFRICA

Abstract

Much has been written about Middle Stone Age hunting in southern Africa, yet there is no comprehensive overview for the development and use of stone-tipped hunting weapons. With this contribution, I use the tip cross-sectional area (TCSA) method to hypothesise about variation in weapon-assisted hunting strategies for the last 300,000 years or more. I assess and build onto previous hypotheses generated from similar approaches, introducing a larger sample from across the region. By also bolstering the standard TCSA ranges for javelin tips and stabbing/thrusting spear tips with more experimental and ethno-historical material, the method's interpretative robusticity is increased. The results indicate a general trend through time towards smaller weapon tips until reaching arrow-tip range during the MIS 4 glacial. Whereas light-weight javelins, similar to those used by African hunters today may have been in play since almost 200,000 years ago, it remains uncertain whether spearthrower-and-dart technology was used in southern Africa. Finally, I align the TCSA outcomes with climatic and demographic reconstructions and explain how human cognition interacts with technological adaptations such as the use of hunting weapons – demonstrating how the interplay between environment, demography, technology and cognition is integral to the development and understanding of Middle Stone Age weapon-assisted hunting strategies.

Review Type

Anonymous Reviewer/Disclosed Author

[View All Submission Details](#)

Review Schedule

2021-10-25	2021-11-01	2021-11-15
<i>Editor's Request</i>	<i>Response Due Date</i>	<i>Review Due Date</i>

6. Declare conflicts of interest, if applicable, and then accept or decline the request.

Competing Interests
This publisher has a policy for disclosure of potential competing interests from its reviewers. Please take a moment to review this policy.

[Competing Interests](#)

- I do not have any competing interests
- I may have competing interests (Specify below)

Rich text editor toolbar with icons for Bold, Italic, Underline, Link, Unlink, Code, Full Screen, Image, and Upload. Below the toolbar is a large empty text area for specifying competing interests.

Yes, I agree to have my data collected and stored according to the [privacy statement](#).

7. Reviewers who decline the request have the opportunity to state why in an email to the editor (e.g., lack of time, not your field of expertise, etc.), and suggest alternative reviewers.

Decline Review Request ×

You may provide the editor with any reasons why you are declining this review in the field below.

Rich text editor toolbar with icons for Bold, Italic, Underline, Link, Unlink, Code, Full Screen, Image, and Upload. Below the toolbar is a text area containing the following text:

I am afraid that at this time I am unable to review the submission, "VARIATION IN HUNTING WEAPONRY FOR MORE THAN 300 000 YEARS: A TIP CROSS-SECTIONAL AREA STUDY OF MIDDLE STONE AGE POINTS FROM SOUTHERN AFRICA," for Southern African Field Archaeology. Thank you for thinking of me, and another time feel free to call on me.

To provide some assistance, below are the names and affiliations of potential reviewers who I think would be appropriate:

(Please insert your recommendations here).

8. Reviewers who accept the invite can consult the reviewer guidelines and ethics, and/or click 'Continue to step 3'.

Review: VARIATION IN HUNTING WEAPONRY FOR MORE THAN 300 000 YEARS: A TIP CROSS-SECTIONAL AREA STUDY OF MIDDLE STONE AGE POINTS FROM SOUTHERN AFRICA

1. Request 2. Guidelines 3. Download & Review 4. Completion

Reviewer Guidelines

The ethos of *Southern African Field Archaeology* is that of a development journal that supports all authors to publish their work, providing it fits the ambit of the journal, is accurate, un-plagiarised and contributes to methods development, experimentation, data analysis and the interpretation of the archaeological and palaeo-science records, as well as to collections and heritage management on the sub-continent.

- As a reviewer you will be asked to assess submissions according to a manuscript evaluation form.
- You are required to specifically assess the accuracy of data/fact/method/interpretation/citation.
- Your main task is to provide suggestions for the improvement of a manuscript.
- Be objective and constructive in your review, providing feedback that will help the author/s to improve their manuscript.
- Be specific in your critique and provide supporting evidence with appropriate references to substantiate general statements, to help Specialist Editors in their evaluation.
- Reviewers are not allowed to 'rewrite' the manuscript according to their opinion or ideology, instead if you feel strongly about a topic, we invite you to submit a critique for peer-review to stimulate transparent discussion within a wider audience.
- Be professional and refrain from being hostile or inflammatory and from making libellous or derogatory personal comments or unfounded accusations.
- Make a recommendation to the editor to: a) publish as-is, b) publish with minor revision, c) publish with moderate revision, d) publish with major revision, d) reject in current form.
- Recommendations for a-c above should be backed up with a concise (a sentence or two) motivation.
- When major review or rejection is recommended, a thorough reasoning must be provided.
- The decision to accept or reject a submission lies with the Specialist Editors and/or the Editorial Team, who will use the recommendations of the reviewers as guideline.

Reviewer ethics:

Peer reviewers play a key role in ensuring the integrity of the scholarly record produced by this journal, and we are appreciative of your time and efforts to improve the quality of what we publish.

The peer-review process depends on the trust and willing, ethical participation of authors, editors and reviewers. At *Southern African Field Archaeology*, we ask that reviewers first and foremost treat the manuscripts entrusted to them in the same way they would like their manuscripts to be treated. Thus:

- Do not accept an invitation to review if you are unable to provide feedback within two to three weeks (at maximum 21 days).
- Always inform the journal promptly if your circumstances change and you cannot fulfil your original agreement or if you require an extension.
- Agree to review only if you have the necessary expertise to assess the manuscript and can be unbiased

Suspicion of ethics violations:

If you come across any irregularities with respect to research and publication ethics do let the journal know. For example, you may have concerns that misconduct occurred during either the research or the writing and submission of the manuscript, or you may notice substantial similarity between the manuscript and a concurrent submission to another journal or a published article. In the case of these or any other ethical concerns, contact the Managing Editor directly and do not attempt to investigate on your own. It is appropriate to cooperate, in confidence, with the journal, but not to personally investigate further unless the journal asks for additional information or advice.

[Continue to Step #3](#) [Go Back](#)

9. Click on the review files to download them. The online manuscript review form is below the review files. Note that you can exit the review workflow and logout the website at any stage (e.g., after downloading the files), and when logging back in later you will return to the same stage of the workflow.

Review: VARIATION IN HUNTING WEAPONRY FOR MORE THAN 300 000 YEARS: A TIP CROSS-SECTIONAL AREA STUDY OF MIDDLE STONE AGE POINTS FROM SOUTHERN AFRICA

1. Request 2. Guidelines 3. Download & Review 4. Completion

Review Files		Q Search	
 2149	FIELD manuscript.docx	October 6, 2021	Word Manuscript File
 2150	Supplementary data.xlsx	October 6, 2021	Supporting Online Material (Excel/Word files)

Reviewer Guidelines

[Review Guidelines](#)

Manuscript review form

Please complete the form and provide appropriate responses based on your review.

Manuscript title: please paste the title of the paper you are reviewing below. *

Subject of the manuscript: is the subject of the manuscript appropriate for publication in *Southern African Field Archaeology*?

*

- Yes
 No
 Unsure

Subject of the manuscript: if 'no' or 'unsure', please provide a reason.

Assessment of potential impact: please provide an assessment of the potential impact of the manuscript by indicating it as of global (multi-continental), continental (Africa-wide), sub-continental (southern Africa), or local (within the country of origin) relevance.

10. Once you are ready to submit your review, please login to access the submission. When completing the review form, note that certain questions require mandatory responses (those with an asterisk, see below) before the form can be submitted (e.g., inserting a review recommendation at the bottom of the form, assessing the subject of the manuscript, etc.). As a

reviewer you will be asked to assess submissions according to a manuscript evaluation form: **please ensure that all comments and recommendations are provided within this form and please refrain from uploading annotated manuscripts and/or supplementary review files.**

Subject of the manuscript: is the subject of the manuscript appropriate for publication in *Southern African Field Archaeology*?

*

- Yes
- No
- Unsure

11. Towards the bottom of the form, the review recommendation and justification sections need to be completed. Please refrain from selecting 'Resubmit for Review', 'Resubmit Elsewhere', and/or 'See Comments' under the recommendation dropdown list.

Recommendation

Select a recommendation and submit the review to complete the process. You must enter a review or upload a file before selecting a recommendation.

- ✓ Choose One
- Accept Submission
- Revisions Required
- ~~Resubmit for Review~~
- ~~Resubmit Elsewhere~~
- Decline Submission
- ~~See Comments~~

[Submit Review](#) [Save for Later](#) [Go Back](#)

12. Please provide a justification for your recommendation following the guidelines below, followed by answering the question on ethics.

Recommendation justification: please provide your motivation/reasoning here.

*

Your review recommendation must be selected from the dropdown list at the bottom of this page. Based on your recommendation, please complete your justification here as follows:

- *Concise motivations are required here* when selecting 'accept submission' and 'revisions required' (minor to moderate).

- *Thorough reasoning is required here* when selecting 'revisions required' (major) and 'decline submission'.

Please refrain from selecting: 'Resubmit for Review', 'Resubmit Elsewhere' and/or 'See Comments'.

Minor revisions due to:

- 1) xyz
- 2) xyz
- 3) xyz.

13. Click 'Submit Review,' then click 'OK' to confirm the submission.

Review Discussions					Add discussion
Name	From	Last Reply	Replies	Closed	
No Items					

Recommendation

Select a recommendation and submit the review to complete the process. You must enter a review or upload a file before selecting a recommendation.

Revisions Required

Confirm ×

Are you sure you want to submit this review?

14. The review process is now complete.

Review: VARIATION IN HUNTING WEAPONRY FOR MORE THAN 300 000 YEARS: A TIP CROSS-SECTIONAL AREA STUDY OF MIDDLE STONE AGE POINTS FROM SOUTHERN AFRICA

1. Request 2. Guidelines 3. Download & Review 4. Completion

Review Submitted

Thank you for completing the review of this submission. Your review has been submitted successfully. We appreciate your contribution to the quality of the work that we publish; the editor may contact you again for more information if needed.

Review Discussions					Add discussion
Name	From	Last Reply	Replies	Closed	
No Items					

FOR MORE DETAILS ON THE REVIEWER WORKFLOW, PLEASE SEE:
<https://docs.pkp.sfu.ca/learning-ojs/en/reviewing>