

Fieldwork Round-ups

Roundups for all fieldwork in the London area have to be submitted annually for publication in the *London Archaeologist* and on the LAARC's Online Catalogue. The LAARC is responsible for their compilation; please email your summaries to Joanna Wylie (jwylie@museumoflondon.org.uk) **as soon as possible** - and in any case **by the end of February**. Please remember to include work that continued to use earlier site codes. The information and format needed is:

- Name and address of site
- O.S. grid reference (TQ and 8 figures)
- Supervisor/Director
- Type of work (excavation, evaluation, etc)
- Dates of work
- Funding/sponsoring body
- Site code

followed by a brief description of the archaeological findings (**no more than approximately 300-350 words**).

In order that the descriptions be as useful and consistent as possible, please could you observe the following points:

- Chronological order (as far as possible), ie, start from the bottom of the trenches/pits and, where there are a number of trenches/pits, try to summarize them all, ie. give an idea of the sequence on the site, rather than trench by trench
- State what the immediate natural deposit was, or that it was not located
- Avoid the use of trench numbers/letters and, if necessary, use compass points to give an indication of location on the site
- Indicate what was found, rather than 'there was no archaeology' or 'the site was negative'
- **Do not use the term 'post-medieval' on its own:** please qualify with century dates, eg. 18th – 19th century.
- Include significant or unusual finds or environmental evidence.
- Give proper names for all historical buildings/institutions if they are known, eg. Charterhouse (not just 'a nearby monastery').
- Give foundation dates (or as near as possible) for all named buildings eg. Charterhouse, founded in 1371.
- Give the interpretations of deposits, features etc, not context descriptions, eg. 'make-up' rather than 'clay and rubble layer'.

For examples see last year's *London Archaeologist* round-ups or view on the LAARC's Online Catalogue.

Thank you for your help.