Notes for Contributors

Submission Details

The editorial team are always open to receiving submissions – there are no specific cut-off dates. We aim to have a turn-around time from submission to response from the editor following peer-review within approximately eight weeks. Articles should not normally exceed 6000 words in length, should include full references, bibliography and up to six key-words; they should also include an abstract of no more than 150 words. Illustrated articles are welcomed with separate files for images attached. Short reports may be submitted on related issues, as well as conference reports, book and pedagogically contextualised software/hardware reviews.

For more info please contact the editor Andrew King
a.king@hull.ac.uk

We would like to invite contributions in any aspect of the field, such as:

Computer-mediated music composition in education
Music performance technologies
Audiation & aural awareness training systems
Music, technology, education & industrial practice
Computational musicology in Further and Higher Education
Musical creativity and technology
Pedagogical aspects of electroacoustic composition
Classroom engagement with new technologies
Assessing student music technology practice
Childrens' musical learning with technology

All papers should:

- Contain original research or scholarship
- Not be under consideration by any other publication
- Not normally exceed 8000 words
- Be written in a clear and concise style
- Conform to the instructions outlined below

Non-compliance to these requirements may represent grounds for rejection of any article.

- Submissions to *JMTE* should be sent as an attachment to an email message to the Editor. The attached article should be 'anonymised', and contain an abstract and up to 6 keywords. Be sure to add your full name & address in the email message to the Editor.

- Articles accepted for publication cannot be sent to the publishers (*Intellect*) until they contain:
  – Correct Harvard system references [see below for details]
  – Author name, institutional affiliation and full contact address details
  – Abstract (max. 150 words) in English
  – Keywords (max. 6) in English
  – Author biography (c. 50-100w.) in English
  – A list of Works Cited containing only works cited in the article
- Font should be Times New Roman 14, one-and-a-half-spaces and left-aligned, not justified. Margins should be 1 inch/2.5 cm all round. Pagination should be continuous with numbers applied top right.
- Images – tables, photographs, graphs, and graphics – should all be entitled 'Figure', be numbered consecutively, and be clearly legible. The source must be indicated below each. Ensure that an indication has been given as to where they should be placed in the text, e.g. *Insert Figure 3 here*. All images must be sent as separate files, not embedded into the text, and be camera-ready at no less than 300dpi resolution.
- Quotations should be used sparingly and be identified by 'single' quotation marks if they are embedded in the text. Longer quotations (i.e. longer than 45 words) should be indented on both sides, without quotes. Both should be referenced using the Harvard system (see below). The page number(s) must be included.

Endnotes, References and Citations

'Explanatory notes' should be kept to a minimum: they will appear in the outside left or right margins of the text. They should <u>not</u> contain publication details; -submit all these as references. Please use Word (or equivalent) 'Footnote' facility and ensure that they are submitted as Endnotes, not footnotes.

Place endnote marks outside the punctuation (*after* the comma or full-stop). The note mark must be in superscripted Arabic (1, 2, 3), not Roman (i, ii, iii).

Bibliographical references should use the 'Harvard system/style'

(author + year: page), e.g. (Attali 1985: 134) inserted into the text.

All references must identify an author (surname or institution name) for all documents, whether found in archives, newspapers, the internet, etc.

Each Harvard-style reference should be fully sourced at the end of the text. Publications not mentioned in the text should not be included in this list, though they may be included under a separate 'Further Reading' list.

Format for Citing a Book:

Author surname, Initial (year), *Title in italics*, Place of publication: Publisher. e.g. Attali, J. (1985), *Noise: the Political Economy of Music* (trans. B Massumi), Minneapolis: University of Minnesota Press.

Citing an Article:

Author surname, Initial (year) 'Title in single quotation marks', *Name of journal in italics*, volume number: issue number (and/or month or quarter), page numbers (first and last of entire article). For example,

Dixon, S. (2005) 'Theatre, technology and time', *International Journal of Performance Arts and Digital Media* 1: 1 (Spring), pp. 11–29.

Citing a web publication or website item:

Websites should be referenced as <u>publishers</u> of material: a separate author and the title of the information/document/pdf article should be supplied:

e.g. Packer, R (1998) Monsters of immersion, http://www.cyberstage.org/archive/newstuff/monsters.html

If the website is the 'home site' of an organization publishing its own material without a by-line, the organization should appear as the author.

e.g. BBC (2004) Barcelona clubbers get chipped (online), Accessed 1 November 2004. http://news.bbc.co.uk/2/hi/technology/3697940.stm

As seen above, authors are advised to include the date they accessed it, to support the authenticity of the source.

Citing personal communications and interviews

A formal research interview can be cited in the text (Collins, 12/09/07 interview), and at the end of the Works Cited list under <u>Interviews</u>.