



KODÁLY ENVOY

Editorial Policy

Guidelines for Contributors and Editorial Policy

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Article authors receive no financial compensation but do receive a complimentary copy of the issue in which their article appears.

The *Kodály Envoy* is indexed in the International Index of Music Periodicals, the RILM Abstracts of Music Literature, and Music Index.

Guidelines for Contributors

The *Kodály Envoy* seeks articles pertaining to Kodály-based music education at all teaching levels, as well as articles on related music and music education topics.

- Electronic submission via e-mail is strongly encouraged. Microsoft Word files are preferred.
- Double-space all text, including block quotes, endnotes, and references. A suggested length for peer-review articles is 1,500 to 3,500 words, though articles may be longer or shorter. Columns and reviews are typically 1,000 to 2,000 words, depending on how much space is available in the assigned issue. The font should be 12-point Times New Roman. Use endnotes instead of footnotes. Use only one space after a period.
- Select and follow a single scholarly style throughout (e.g., *The Chicago Manual of Style* or *Publication Manual of the American Psychological Association*).
- For peer-review articles, use a separate title page to show the author's name, address, phone number, e-mail address, and brief biographical information. The author's name should appear only on the title page. A photo of the author may also be submitted; photos will not be returned.
- Avoid jargon, terms that suggest bias, or sexist language.
- Submit any photographs or illustrations, including musical illustrations, in print-ready format as electronic files. If submitting photos, identify any people in the photo and suggest a caption in the submission. When submitting photographs as electronic files, they should be 300 DPI at 4" by 6". Send electronic graphics files to the editor at envoy@oake.org.
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Publication Schedule

<i>Issue</i>	<i>Content Deadline</i>	<i>Ad Deadline</i>	<i>Mails</i>
Fall	September 1	September 1	Mid October
Winter	December 1	December 1	Mid January
Spring	March 1	March 1	Mid April
Summer	June 1	June 1	Mid July