



# KODÁLY ENVOY

## Guidelines for Contributors and Editorial Policy

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Article authors receive no financial compensation.

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 is required. Microsoft Word files are preferred.
- A suggested length for 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. 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).
- OAKE is not currently accepting articles for peer-review. We will publish research-based articles but authors who wish for their article to be peer-reviewed should first pursue publication in an appropriate journal employing a peer-review process.
- Include a 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.
- Avoid jargon, terms that suggest bias, or sexist language.
- Submit any photographs or illustrations, including musical illustrations, as electronic files. If submitting photos, identify any people in the photo and suggest a caption in the submission. Files should be 72 DPI.
- Submission of a manuscript implies that the proposed article is not currently under review by another publication and that it has not appeared elsewhere in part or in its entirety. If suggesting the Envoy republish an article, make this clear in communications to the editor / staff. Providing contact information of the copyright owner is appreciated, should the Envoy pursue publication of the article.
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Send all manuscripts, articles, reports, news, letters, items for review, other contributions, questions, comments, suggestions, or requests for permission to reprint to the editor electronically:

Envoy Editor  
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## Publication Schedule

<i>Issue Content</i>	<i>Deadline</i>	<i>Ad Deadline</i>	<i>Published</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