## **WASBE Journal**



## **Guidelines for Contributors | General Information**

The WASBE Journal provides a forum where contemporary research is made accessible to scholars and conductors in the wind band community.

**Submission of Manuscripts**: Articles may be submitted via a Microsoft Word document in any of WASBE's official languages: English, French, German, Italian, Spanish, Portuguese, and Japanese. If accepted, the article will be published in its original language. Authors are also encouraged to submit an English and/or German translation of a summary if the article is not in one of those languages.

Please also submit a Word document that contains an abstract (max 250 words) and author biography (50-80 words), and 3-5 key words. Authors should clearly indicate to the editor if the submission is intended for peer review or not. Articles should be fewer than 10,000 words.

It is recognized that the many academic fields of interest to band conductors follow various style guidelines. The editor will follow the conventions of each discipline whenever possible as long as he/she is consistent.

If music examples are included as part of the article, authors must provide them in an electronic format that is of high quality. For the initial submission, please embed these images in the Word document. If your article is accepted for publication you will be asked to provide high resolution versions of these materials as separate files. The most widely accepted formats for graphics for print publications are .JPG, .TIF and .EPS. It is the author's responsibility to arrange and provide proof of the publication rights of music examples. Articles cannot be published if copyright clearance is not obtained. Please contact the editor if clarification is needed.

For English submissions, WASBE Journal follows the recommendations of the most recent edition of <u>The Chicago Manual of Style.</u> Please submit references as Footnotes and Reference lists, preferably using the "short form" method of footnotes. Formatting of text should be kept to an absolute minimum (do not insert page breaks, do not use multiple spaces to move text, etc.). Italicize titles or special terms; do not underline. Articles may be single-spaced.

**Submissions for peer review:** To assure anonymity, the name of the author(s), address, and institutional affiliation must appear only on the title page. If an article is selected for publication, electronic submission is required; Microsoft Word is the preferred format. The submission may be single-spaced. Peer review often takes an extended period of time, sometimes up to six month

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