

2016 NDEO National Conference Conference Proceedings Submission Guidelines

Deadline for Formal Proceedings Submission December 20, 2016 by 11:59pm EST

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Proceedings of the 2016 National Dance Education Organization Conference in Arlington, VA (Washington, D.C. metro area), ***Speaking with Our Feet: Advocating, Analyzing, and Advancing Dance Education*** will again be published online on the NDEO website. There will be multiple tables of content which will allow quick and efficient search by author, population served, area of service, and educational issue, the last three of which ground the Dance Education Literature and Research descriptive index –DELR(di), formerly the Research in Dance Education database – RDE(db).

Items that are INCLUDED in the formal Conference Proceedings are full papers, abstracts of papers, and summaries of panels, movement sessions, workshops, and special interest group (SIG) meetings.

What is NOT included: Other materials such as PowerPoint presentations, photographs, and handouts are not included in the formal proceedings, but instead can be uploaded by presenter into the NDEO Conference App where these types of documents and materials will be available to all conference attendees. To access the Conference App please go to the website at <https://event.crowdcompass.com/ndeo2016/>

If you are a presenter and have questions on how to upload your documents to the Conference App, please send an email to confapp@ndeo.org.

Copyright Information: Once a paper or document has been published by NDEO in the official Conference Proceedings, an author or other interested party may wish to submit it for inclusion in a non-NDEO publication or to incorporate some or all of its elements in another work. Since NDEO is the legal holder of copyright for papers in the Conference Proceedings, it will be necessary to secure NDEO's permission as the copyright holder to have its material published in another source. If you plan to have your paper published in JODE (Journal of Dance Education) after it has been published in the Conference Proceedings, you will need to expand the paper by 40%.

Manuscript Preparation:

Please submit conference materials via the online form that can be found at www.ndeo.org/proceedings. Submit your materials no later than December 20, 2016. Conference materials for the proceedings CAN ONLY include full papers, abstracts of full papers, and summaries of panels, movement sessions, workshops or special interest groups (SIG). NO power-points, photos, or handouts allowed –instead those can be uploaded to our Conference App.

Save file/s as your **Lastname.NDEO.16**

Please attach manuscripts as a Microsoft Word file and utilize the templates listed below for formatting.

Online Form:

All submissions to the online form **MUST** include:

- 1) Full title of the presentation and indicate full-paper, panel, movement session, workshop, or abstract;
- 2) Names and email addresses of all authors along with degree initials (MFA, MA, BFA, PhD, etc)
- 3) DELR(di) keywords associated with presentation (e.g.: Arts Education, Multicultural Education, Student Achievement, Community & Family, Higher Education, Private Studios, Advocacy, Pedagogy, Technology, etc.;
- 4) Complete contact info of person submitting materials;
- 5) Abstract/Summary(400 words or less);
- 6) Bios of presenters - Include a short 150-word biographical statement for each author. They can be updated / edited from bios that were submitted for the Conference Program Book.

Formatting:

Please utilize the templates below for formatting.

[Summary of Special Interest Template](#)
[Summary of Movement Session Template](#)
[Summary of Panel Discussion Template](#)

[Summary of Workshop Template](#)
[Abstract of Paper Template](#)
[Full Paper Template](#)

If you have trouble downloading template and need the document sent directly to you, please email Kirsten Harvey at kirsten.harvey.dance@gmail.com.

Methodology: Where appropriate, authors should include a methodology section to allow other researchers, scholars, and educators to identify the range of research philosophies and practices in current use.

References: References, citations, and general style of manuscripts should follow **The Chicago Manual of Style**. In-text parenthetical citations should be used (e.g.: Bonbright 2014). References should be double-spaced. Headings should be in full caps, centered, bold font, and should not exceed 40 characters; subheadings should be centered in bold font. Do NOT use footnotes and endnotes within the text. If the notes are critical to the text, include the information in the paper text.

Examples:

Journal and Magazine Articles

Overby, L. Y. 1990. The use of imagery by dance teachers: Development and implementation of two research instruments. *Journal of Physical Education, Recreation and Dance* 61(2): 24–27.

Books

Barham, J. M., and E. P. Wooten. 1973. *Structural kinesiology*. New York: Macmillan Publishing Company, Inc.

Book Chapters

Thomas, H. 2000. Reproducing the dance: In search of the aura. In *Preservation politics*, ed. S. Jordan, 125–131. London: Dance Books, Ltd.

Web Publications

International Association of Dance Medicine and Science. 2009. *Somatic studies in dance*.
http://www.iadams.org/associations/2991/files/info/somatic_studies.pdf (accessed August 1, 2014).

PowerPoints, Handouts, Photos – To be housed in the NDEO Conference App

Other materials such as PowerPoint presentations, photographs, and handouts are being stored in the new NDEO Conference App found here at <https://event.crowdcompass.com/ndeo2016>.

For help in uploading your materials to the Conference App please send an email to confapp@ndeo.org