

Author Guidelines (Updated October 2017)

Before submitting a manuscript for possible publication, authors should consult the online version of the *Journal of Dance Education's* Instructions for Authors for the most up to date policies, procedures, and requirements. These are available at <http://www.tandfonline.com/loi/ujod20#.VNU4olq4nzi>

Feature Articles (5,000-8,000 words including references)

1-Research: presents a comprehensive report of current research, an introduction to the problem, rationale, theories that ground the investigation, methods section, results section, discussion section, and a conclusion.

2-Review: presents a synthesis of currently available information on a given topic, including appropriate headings and citations, a general introduction, and a substantive summary of the literature.

3-Practical: presents a thorough review of a procedure or practice, including a review of the literature and background information, explained in sufficient detail to allow readers to apply the information. May be written in a "how I do it" format. References must be included to support claims, assertions, and quotations.

In Practice Articles (1,500-3,500 words including references)

-Present applied research and practical approaches relevant to the daily lives of dance teachers, administrators, and educators in their typical sites of practice.

Student Readings Articles (1,000-3,500 words including references)

-Written for dance students, geared towards any of the following populations: middle school, high school, college, graduate students, adult students. Content should be original, geared towards issues not typically discussed in current texts, previously published chapters or essays. Please indicate in cover letter for which population(s) the article is written.

General Content Guidelines:

-We welcome articles on all aspects of teaching dance to children, teens, college students, and adults in a variety of settings, including but not limited to public schools, private schools and studios, higher education, and community education.

-We also welcome content on pedagogical practice linking dance to other disciplines, including the other arts, sciences, literature, and more.

-Successful submissions show intellectual vigor and originality and move discussion past common knowledge.

-Authors are required to adhere to ethical practices in research and writing.

-Submissions that merely restate the importance of dance education or focus on issues long since addressed are not likely to be accepted.

-Manuscripts should avoid celebrating or promoting an institution, program, dance company, individual, or product.

-Beyond the author's biographical and institutional affiliation listed at the beginning of the article, authors should refrain from re-naming themselves or their institutions.

-Any article about a program or project should address why something works or does not work, how it works, challenges encountered, and what readers can do with this new knowledge.

Procedure:

Submissions are double blind-reviewed before an editorial decision is made. The process generally takes about 2 months; the author will receive a letter from the editor stating the recommendation for the article.

-Submit articles online via ScholarOne Manuscripts located at <http://mc.manuscriptcentral.com/ujod>
-ScholarOne manuscripts technical support can be accessed via <http://scholarone.com/services/support>, or contact Karen Schupp at: karen.schupp@asu.edu; or Sherrie Barr at: sherriebarr@gmail.com

Manuscript Requirements:

- Ensure that the author's identity is not revealed in any way in text or references. References by the author are to be cited as either: "Author, publication date." Or "Xxx, publication date."
- Manuscripts are to be submitted as double-spaced MS Word documents.
- Headings should be in full caps, centered in bold font, and should not exceed 40 characters; subheadings should be centered and in bold font.
- Title page must include 1) article title; 2) names, academic affiliations, and academic degrees of author(s); 3) contact information for author(s) including addresses, e-mail addresses, phone, and fax; 4) address for correspondence; 5) statement confirming that the article has not been previously published or simultaneously submitted for publication elsewhere.
- An abstract of 150 words is required for all manuscripts.
- Authors are to include given first name of a cited author when first referencing his/her work within the text.
- Authors are required to include trademark or copyright symbols as appropriate for all codified somatic practices, movement therapies, and trademarked dance forms.
- The use of notes is discouraged, but if necessary, use endnotes to be placed before references, which are double-spaced.

Tables, Charts, Illustrations, Figures, and Artwork Requirements:

- Tables, charts, illustrations and figures must be uploaded as separate documents and placement within the manuscript clearly identified.
- Authors are responsible for obtaining permission to reproduce copyrighted material from other sources and are required to sign an agreement for the transfer of copyright to the publisher.
- Authors are required to secure permission to reproduce figures, tables, or extracts from another source. This applies to direct reproduction as well as those that derive substantially from copyrighted sources.
- All accepted manuscripts, artwork, and photographs become the property of the publisher.

References

-Follow Chicago Manual Style, Author/Date system. In-text parenthetical citations should be used: for example, (Nagrin 1997). Multiple sources for one citation should be separated by semicolons and placed in ascending chronological order. References are to be double-spaced. Please refer to *JODE's* Reference Style Guide for assistance in citing references differing types of sources at: http://mc.manuscriptcentral.com/societyimages/ujod/2014%20Examples_JODE%20Reference%20Style.pdf