

Submissions to the Yearbook for Traditional Music

Articles

Essays offered for publication should represent the author's original research, not previously published and not under consideration for publication elsewhere. Submissions should be less than 10,000 words and be in the hands of the general editor by 1 January of the year in which publication is anticipated. All submissions are initially assessed by the editor or guest editor. If felt to be suitable, they will then be passed on to referees, whose recommendations, along with the availability of space and an essay's agreement with the overall plan for a given issue, determine whether a paper is accepted.

Authors are encouraged to send their submissions as early as possible to the **General Editor**:

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Email: ytm-editor@ictmusic.org

Editorial Assistant: [Luo Ai Mei](#) (Research Fellow, Asia Culture Center)

Submissions intended for a volume for which a guest editor has been appointed should be sent to that guest editor. Submissions for the 2018 volume should be sent to ytm2018@ictmusic.org by 1 January 2018.

Review materials

Books, periodicals, and other printed material for review should be sent to the **Book Reviews Editor**:

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Audio recordings should be sent to the **Audio Reviews Editor**:

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Films and videos should be sent to the **Film/Video Reviews Editor**:

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Web addresses for websites appropriate for review should be sent to the **Website Reviews Editor**:

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Do not send review materials to the general editor or to the ICTM Secretariat as we may not be able to forward them.

Submission format

Any submission should be made as a computer file in Microsoft Word format (.doc or .docx) or Rich Text Format (.rtf), and sent as an email attachment. A printed copy of the submission might also be requested by the general editor, but should not initially be sent.

Please use 12 pt Times New Roman font, with double-spaced, left-aligned paragraphs. Italicize all occurrences of non-English words. Subheadings should be bold and on separate lines from the main text. Footnotes should be numbered consecutively with arabic numerals throughout the paper, using the footnote feature of your word processor. The author-date system of referencing is used, with a list of references cited at the end of the paper. Bibliographic details should include the full names of all authors and editors, and follow the style used in the current *Yearbook*. Submissions must be in English.

Illustrations (photographs, diagrams, music and dance notations, maps, etc.) should be provided as separate computer files — they should not be included in the file containing the article's text. Computer files of photographs and maps should be supplied as greyscale (not colour), saved in TIFF or JPEG format, minimally at 300 dpi when at 100% size. Diagrams, line drawings, and musical examples should be supplied as black-and-white bitmap files in TIFF format at 1000 dpi at 100% size.

The maximum dimensions of all illustrations are 19 cm height × 11.6 cm width, but they will very likely be reduced during layout. All illustrations and tables should be numbered consecutively in the order of their appearance in the paper and labelled "Figures" (e.g., Figure 1, Figure 2). Please provide captions for illustrations and tables, and references to all figures in the text (e.g., "see figure 3"). If illustrations cannot be provided as computer files, the hard copy supplied should be suitable for scanning and publication. The hard copy must have figure numbers written in pencil on the reverse side. Authors are responsible for obtaining appropriate permissions for the use of any illustrations that are not their own creations.

All manuscripts must be accompanied by an **abstract** of less than a hundred words and a brief biography of the author of no more than fifty words. Whenever appropriate and possible, authors are also encouraged to supply a one-page summary of their article in the language of the subject matter, to be printed with their paper. Use of non-Latin scripts (e.g., Arabic, Chinese, Cyrillic, Greek, Hebrew) should not be problematic, but should be discussed with the general editor.

Authors whose papers are accepted for publication are encouraged to make use of a special section of the ICTM website containing material meant to supplement printed *Yearbook* articles. For

example, while it is only possible to print greyscale or black-and-white illustrations in the *Yearbook*, colour versions may be placed on the ICTM website. In particular, authors are encouraged to make available for downloading any recordings of the music and dance discussed in their articles or, if appropriate, to provide links to such materials. Details should be discussed with the general editor.

Members/subscribers of the International Council for Traditional Music in good standing receive a free copy of the *Yearbook for Traditional Music*.

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