

English Dance and Song (EDS)

Style Sheet for Contributors

Policy

English Dance and Song (EDS) magazine is mainly read by member of the English Folk Dance and Song Society (EFDSS), and therefore the content has to satisfy the range of interests as well as the depth of knowledge of members. But in addition, the magazine has to be one part of the overall EFDSS strategy to attract new members. Above all, the magazine has to pursue the objectives of the EFDSS.

The range of interests will include traditional song, traditional dance (social, display, ceremonial), traditional music, custom and children's games. The geographical spread will not be confined to England, but may also include Scotland, Wales and Ireland; as well as the USA, and other areas of the world which may be appropriate. To quote from the Artistic Policy of the EFDSS,

The EFDSS recognises that the term 'English' when used in the context of folk music, dance and song, includes a wide range of influences. The folk music, dance and song in England have always reflected the country's cultural diversity. The English folk arts have also travelled to other countries in the world. The EFDSS interprets the word 'English' in its title as including the folk arts as found today in England, no matter what the community; as well as the folk arts which originated in England and which are now found in other parts of the world. Following a long tradition within the EFDSS, there is also an interest in the folk arts of countries throughout the world. [Source: Strategic Plan: www.efdss.org/aims.htm]

With just four issues a year, the Editor is obliged to prioritise in terms of selecting the content, and in terms of selecting the CDs and books to be reviewed.

A high priority will be given to EFDSS led initiatives and publications.

The Editor will consult regularly with the Editor of the *Folk Music Journal* and in order that the two periodicals complement each other.

Editor

From the summer of 2005, the Editor is Derek Schofield. All correspondence and review items should be sent to Derek at 'English Dance and Song', EFDSS, Cecil Sharp House, 2 Regent's Park Road, London NW1 7AY. Tel: 020 7485 2206. eds.editor@efdss.org

Content and Contributors

The Editor of *EDS* welcomes submissions of the highest quality.

Potential contributors are asked to contact the Editor before submitting or preparing articles and features. This will avoid disappointment if the topic is already being covered by another contributor, or if the topic is not one that fits the future plans for the magazine.

A variety of formats, styles and lengths of article is included in the magazine.

It is not expected that footnotes will be used in articles. A *brief* list of references or further reading can be included at the end of the article, or readers can be referred to further resources on a website.

Only original material to *EDS* can be considered. If the contributor is also submitting the same material to other publications, then this must be stated by the contributor. The Editor reserves the right to reprint material from other publications, subject to the necessary permissions.

Anonymously submitted items will not be considered for publication. However, by agreement with the Editor, the names of contributors can be withheld from publication.

As a guide, a single page of text is approximately 1200 words, or 1000 words with illustrations.

The copyright of any material submitted remains with the contributor.

Illustrations / Photographs

Illustrations are required for all significant articles. Contributors are asked to indicate in advance whether or not they are able to supply photographs or other illustrative material. It is assumed that, if the photograph or other illustration is not by the person submitting it, then all necessary permissions have been obtained.

Good quality photographs are always required. Inside the magazine, most photographic reproduction is in black and white (colour photographs can be submitted but will usually be reproduced in black and white). Colour photographs are used for the cover, and may occasionally be included inside. Photographers are invited to submit lists of subjects for which they have photographs. Actual photographs may be submitted but no responsibility is accepted for unsolicited material. The names of photographers will be credited.

Digital images may be submitted on CD. Ideally, such images should be in Apple Mac compatible tif or jpg format, with a minimum of 300 dpi resolution. Video stills are not suitable quality.

News

The quarterly nature of publication means that *EDS* is not primarily a periodical that people turn to for news. Nevertheless, many readers will not necessarily have access to on-line sources of folk music and dance news or be subscribers to other periodicals. The Editor welcomes all items of news, but reserves the right whether or not to publish them.

Obituaries

In selecting obituaries to be published, the Editor will have regard for the contribution that the deceased has made. It should be recognised that some obituaries may be better published in regional magazines. Obituaries should emphasise the significant contribution of the deceased and should be celebratory of their lives.

Reviews

All items for review must come from the Editor. Reviews of items sent directly to the reviewer from the publisher or promoter are not accepted, unless specifically requested by the Editor.

When submitting reviews, please follow the house style:

CD / DVD: The start of a CD or DVD review should list: CD/ DVD title, artist, record label, catalogue number and price in that order. Contact details of the publishers of hard-to-obtain CDs may be included, including website details at the end of the review. The name of the reviewer should be given at the very end of the review.

Book: The start of a book review should list: book title, author, publisher, ISBN number, price in that order. Contact details of the publishers of hard-to-obtain books may be included, including website details at the end of the review. The name of the reviewer should be given at the very end of the review.

Reviews should be brief, generally in the range 200-300 words. The Editor may increase or decrease this limit when the review item is sent out. Reviewers may request a variation in the word limit. Reviewers should stick to the content of the item.

Submission of Material

Electronic submission is preferred, ideally via email. Alternatively, material should be submitted on floppy disk: (contributors should always keep a copy). We expect all contributors to use up-to-date virus protection – a declaration to this effect should be included in the main body of the email or in a letter accompanying the disk.

If neither of these formats is possible, then material must be submitted in a typed format, on clean white paper, with decent margins.

Format

Book, CD/DVD and magazine titles should always be given in italics. Song and dance titles should be given in single inverted commas. Title of articles in magazines and books should be given in single inverted commas.

Quotations should be given in single inverted commas. Quotes from song texts should be given in italics.

Paragraphs should not be indented. A hard return only should be used between paragraphs – ie there is no need to give an extra line between paragraphs. Only a single space is needed between sentences.

Words in the text should not be given in capitals for emphasis.

Language should be non-sexist and inoffensive.

We prefer organise rather than organize, etc. The word 'morris' should not have an initial capital letter.

Payment

It is regretted that no payment can be made for contributions to *EDS*, except in very exceptional circumstances. In most circumstances, reviewers can keep the items they review.

DS

18/8/05

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