

T E N N E S S E E MUSICIAN

Editorial Policy and Article Submission Guidelines

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Editorial Policy

1. The *Tennessee Musician* publishes solicited and unsolicited articles at the discretion of the editor. Solicited material is given priority followed by unsolicited articles submitted by TMEA members and music educators from other states.
2. Submitted articles may be edited for length, style, substance, structure, grammar, and spelling.
3. Once an original article is included in the *Tennessee Musician*, copyright belongs to the *Tennessee Musician* (TMEA). Permission to reprint *Tennessee Musician* articles in other MEA journals and NAFME journals may be granted by the *Tennessee Musician* editor.
4. The views and opinions expressed in the articles included in the *Tennessee Musician* are those of the authors and do not necessarily reflect the official policy or position of the Tennessee Music Education Association, the members, the staff, or the advertisers.
5. Submissions written to promote a commercial enterprise will be treated as an advertisement and will not be published as articles. However, we encourage individuals or entities interested in advertising in our publications to visit the TMEA Advertising page: <https://www.tnmea.org/advertising.html>.

Article Submission Guidelines

1. Articles should focus on topics pertaining to music education at any level (pre-Kindergarten through collegiate) and any concentration relating to music education (general, instrumental, vocal, research, technology, etc.). Articles should be new, original works (not previously published).
2. **Submission Format:**
 - Files should be submitted in one of the following formats: .doc, .docx, or .pdf
 - All articles should include a title and be spaced in 12-point font.
 - Articles should be a minimum of 600 words but should not exceed 2,000 words.
3. **Style Guide:** Articles of a research nature should include proper references, footnotes, and bibliography. Although the *Tennessee Musician* adheres to the Chicago Manual of Style (CMOS), authors may choose to utilize the style guide of their preference (CMOS, APA, MLA) provided that the style guide is consistent throughout the article.
4. **Biography & Headshot:** Authors should include a biography and headshot to be included with published articles. It is recommended biographies not exceed 350 words. The *Tennessee Musician* editor reserves the right to edit biographies for length.
5. **Article Pictures & Captions:** When applicable, pictures and captions may be included to complement the article at the time of submission; however, please note these pictures and captions may or may not be used at the discretion of the *Tennessee Musician* editor. Pictures must be sent as separate JPEG files, not embedded in the article. The author must include copyright permission with any images that may be submitted for consideration. The author must obtain and submit to the editor written authorization from parents/guardians to include images of minor children.
6. TMEA reserves the right to edit all submissions. Manuscripts deemed too lengthy may be divided into a series of articles across two or more issues.
7. Submitting an article does not guarantee that an article will be published in the *Tennessee Musician*. Authors will receive notification if their article has been selected for publication.
8. Submissions should be sent to the *Tennessee Musician* Managing Editor, Anna Laura Williams, anna.laura.williams@tnmea.org.