

# *Historical Dance*

The journal of the Historical Dance Society

## **Guide for Authors**

Articles for consideration should be submitted by email to the editor. Text should be double-spaced with margins of at least 25 mm. The pages should be consecutively numbered throughout, and lines should be numbered sequentially through the body of the document. (Do not restart line numbers from 1 on every page). Electronic submissions should be as Microsoft Word, RTF or PDF. Other formats may be accepted, but please consult the editor first.

Please supply brief notes about yourself (a couple of sentences) suitable for inclusion in the Notes on Contributors section.

Sections and sub sections should be clearly differentiated and titled, but not numbered.

Diagrams, photographs and reproductions of original material should be used wherever they improve exposition. Please see the notes at the end for information about electronic submission of the final version. They should be referred to by number (Figure 1, Figure 2, ...) in the order that they are first referred to in the text. The captions should be given in a list at the end of the text.

Any books or articles cited should be listed in a References section at the end of the article. The form of citations should follow the numeric (i.e. endnote) system as shown in the examples and journal titles should not be abbreviated. When citing modern facsimiles or editions of documents please give full imprint information about the modern version and as much information as possible about the original.

Abbreviations should be avoided throughout.

Footnotes and endnotes (other than references) and appendices.

Acceptance of articles is conditional on a favourable report from the reviewer(s).

Articles must be the original work of the author(s) and not previously have been accepted for publication by another journal or be under consideration at the same time.

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These notes are provided for guidance and do not cover every eventuality. If in doubt, please contact the editor.

## Examples of references

1. Arnold, J. Costume for masques and other entertainments c 1500-1650. *Historical Dance*, 1993, **3** (2), 3-20.
2. Hill, S. Improvising accompaniments to the Burgundian *basse danse*. In: Inglehearn, M. (editor) *The marriage of music and dance*, Proceedings of the National Early Music Association Conference, London, 9-11 August 1991. The National Early Music Association, Cambridge, 1991, 7-11.
3. Ralph, R. *The life and works of John Weaver*. Dance Books, London, 1985, p. 15.

Referencing historical sources, library holdings and on-line material is too complex to give exhaustive guidance. Please see previous articles for examples. The intention should be to provide a clear and unambiguous reference that could be used by another researcher or librarian to locate the work being cited.

When referring to internet sources, try to choose URLs that are likely to persist. Give as much additional information as possible, including the name of the originator or publisher of the page, the page title and the date when it was retrieved.

## Electronic submission

PDF is acceptable for the initial submission, but the final version must be in an editable format, such as Microsoft Word or RTF. Most common Windows, Macintosh and Linux formats can be accepted; if in doubt, please consult the editor.

Please note that elaborate formatting will have to be removed and laid out again for publication, so unnecessary formatting should be avoided.

In the initial submission for review, illustrations may be embedded in the text. For the final version, illustrations *must* be supplied as separate files. The file name should give the figure number to identify it unambiguously.

Diagrams should be provided in a vector format allowing resizing without loss of quality, such as SVG or EMF.

Scans of original notation, diagrams, etc. should be made at a minimum resolution of 300 dpi, preferably higher, and supplied as TIFF or PNG files. Photographs should also be scanned at 300 dpi and supplied as TIFF, PNG or JPEG *at a high-quality setting*. All illustrations must be suitable for reproduction in black and white in the printed journal, although colour versions may be used on-line.

## Illustrations supplied as hard copy

Illustrations supplied on paper should be provided on separate sheets and take account of the page size and layout of *Historical Dance*. Diagrams should be drawn in black ink or printed on a high-quality printer for scanning. Source material and photographs should be of the best available quality, preferably as supplied by the holding library.

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