

Guidelines for Guest Editors

1. Guest editors are formally invited by the editors to be responsible for a specific volume of the journal. Prospective guest editors are welcome to suggest topics to the editors. When suggesting a topic, please submit a proposal including information on the individual authors and abstracts of all the individual articles.
2. Guest editors are invited to formulate the topic of their issue and to choose authors according to their own concept of what might be a feasible and sensible constellation of usually five to six articles. An average article contains no more than 20 printed pages (if 6 articles) or 15 printed pages (if 8 articles), which includes room for the abstract, pictures/illustrations and their captions, and bibliography. We estimate approximately 2,800 characters per printed page (550 words). Altogether, the articles should encompass 120-150 printed pages and should be submitted via email as a .doc file. Our publisher has its own formatting template, so manuscripts should be kept simple: no hyphenation, no special fonts (even for titles or headings), using only italics and bold print where necessary, and single-spaced (for details see guidelines for authors). Should you require special fonts, e.g. for transliteration purposes, please contact the editors as early as possible.
3. Guest editors are responsible for having the authors grant the following to the publisher:
 - a. the exclusive right to publish and distribute the article both in print and electronically for two full calendar years; and
 - b. the unlimited, non-exclusive right to publish and distribute an electronic/digital version (via JSTOR, as a .pdf-file, etc.) beyond these two years.

When an author offers his/her article for publication to the (guest) editors, this will be considered an explicit declaration of consent with these conditions. Do not forget to inform the authors about this. Also, remind them to make sure they have obtained all rights for any illustrations and audio-visual materials incorporated into their articles.

4. Guest editors are responsible for the conceptual design of their issue and should edit the submitted manuscripts in terms of scholarly content. Manuscripts are to be submitted to the editors in idiomatic U.S. English, proofread by an English native speaker. Translations and additional language editing cannot be financed. Final copy editing, however, will be done by the editors, with credit given to the guest editor of the volume. Guest editors should write a preface to the issue; the overall length of 150 printed pages, however, should not be exceeded.



5. While conceiving the issue, please keep in mind that *the world of music (new series)* offers high-quality reproduction of b/w illustrations as well as online hosting of audio-visual materials. Please submit any photographs to be included in the print version in a minimum resolution of 300 dpi (.tiff or .jpg). Authors should submit camera-ready copies, which may include photographs (b/w or color with good contrast), diagrams and illustrations, and musical notation, all with captions and credits provided. Audio-visual materials to be hosted on the journal's website need to be submitted either on a CD/DVD, or via file transfer in consultation with the editors.
6. In light of our experiences of the past years, it is suggested that up to seven scholars should be invited to contribute to the issue in order for you to finally receive five papers.
7. Only previously unpublished research may be accepted for publication in the journal. We strongly suggest your manuscript be reviewed by additional referees before submission. External referees should be chosen in consultation with the editors. Prior to sending any materials to peer reviewers, please send a copy of the respective articles to the editor(s).
8. Suggestions for book, website, and record reviews (and possible reviewers) in connection with the topic and issue at hand are highly welcome.
9. Please inform the editors of *the world of music (new series)* in writing about the authors you invited, including their institutional affiliations, addresses, telephone numbers, fax numbers, and e-mail addresses at your earliest convenience.
10. Unless agreed upon otherwise, the following deadlines apply:

First issue of a given volume:

September 1: submission of abstracts

March 1: submission of full and carefully proofread manuscript

June: publication

Second issue of a given volume:

February 1: submission of abstracts

August 1: submission of full and carefully proofread manuscript

December: publication

All manuscripts should be delivered by the guest editor to the editors via e-mail: babels@uni-goettingen.de and B.Titus@uva.nl.

If you are not sure whether the necessary number of manuscript pages will be submitted in time or whether the maximum amount of pages might be exceeded considerably, please contact the editors as early as possible.

You will receive the full first set of proofs for a final check and distribution to the individual authors.

Upon publication, you will receive three free copies of the issue. Each author will receive a .pdf-file of his or her article and one free copy of the issue. All authors also have the right to order additional copies at a 30% discount.

The editors look forward to working with you!



Contact information:

Editor: Prof Dr Birgit Abels

Kurze Geismarstraße 1

D-37073 Göttingen / Germany

Phone: +49-551-39-5072

Fax +49-551/39-9353

E-mail: [babels\(at\)uni-goettingen.de](mailto:babels(at)uni-goettingen.de)

Homepage: <http://www.uni-goettingen.de/en/70697.html>

Co-Editor: Dr Barbara Titus

Universiteit van Amsterdam

Department of Musicology

Nieuwe Doelenstraat 16

1012 CP Amsterdam

The Netherlands

Phone: +31-20-5256344

E-mail: b.titus@uva.nl

Homepage: <http://www.uva.nl/over-de-uva/organisatie/medewerkers/content/t/i/b.titus/b.titus.html>

