International Symposium on Singing and Song
Publication of Proceedings Information

To all presenters:

The Symposium on Singing and Song will publish selected papers in an online Symposium Proceedings. Papers must meet all of the following technical requirements in order to be considered:

1. You must use APA 6th Edition. There will be no exceptions.
   a. If you are unfamiliar with this citation system, please access the Memorial University Libraries guide, "How to Write Citations and Bibliographies in APA Style" at http://www.library.mun.ca/guides/howto/apa.php.
2. Submit papers no later than November 15, 2015.
3. Do not use footnotes; Endnotes are acceptable.
4. Papers must adhere to APA reference list format.
5. Authors must submit accurate references.
6. Submit papers in Microsoft Word (.doc or .docx) or in Rich Text Format (.rtf) format.
7. Submit papers electronically (as email attachments) or via Dropbox.
8. The paper should contain the following formatting:
   a. Text should be single-spaced with no paragraph indents. Skip a line between each paragraph.
   b. Text should be 12 point.
   c. Text should be Arial or Times New Roman.
   d. Use the default margins (2.54 cm each on top, bottom, left and right).
   e. Do not alter font size, margins or line spacing.
   f. Do not use any font codes.
   g. Bold headings and use only two hard returns before and after the heading itself.
9. Papers may contain up to 2 tables, figures, charts or images.
10. Graphical representations must be camera-ready
11. Graphical representations MUST be black and white only. We cannot reproduce color images.
12. Papers should be written in Canadian English.
13. Papers should not contain any contractions.
14. Song titles should be in quotation marks.
15. Major works should be in italics.

Send submissions to singingnetwork@mun.ca.

We are expecting that the majority of papers will be represented in this publication. The global range of thinking and practice should enable us to compile a substantial volume of scholarship. All authors will be required to sign a copyright transfer document at the time of submission. It is your responsibility to ensure that we receive your submission with a signed copyright release (attached).

In the event that your paper is not selected for inclusion in the proceedings, the copyright transfer will be returned to you along with your other material.
The International Symposium on Singing and Song 2015
Proceedings – Copyright Transfer

Author(s): 

Manuscript Title: 

This manuscript will be considered with the understanding that it has not been simultaneously submitted to another publication and that the article or a variation of it has not been previously published.

Name: 
(Completed author)

Institution/Affiliation 

Address: 

City: ______________________________ Province/State: __________________________

Postal Code: _______________ Email: __________________________________________

Copyright Transfer
The undersigned hereby transfer exclusive copyright interest in the above cited manuscript (Subsequently referred to as the “work”) to Memorial University of Newfoundland effective if and when the work is accepted for publication by the Symposium on Singing and Song Proceedings Selection Committee and subject to the following:

A. The undersigned author retains the right to revise, adapt, prepare derivative works, present orally, or distribute the work, provided that all such use is for the personal non-commercial benefit of the undersigned and is consistent with any prior contractual agreement between the undersigned and his/her/employer.

B. In all instances where the work is prepared as a “work made for hire” for an employer, the employer whose authorized agent signs below retains the right to revise, adapt, prepare derivative works, publish, reprint, reproduce, and distribute the work, provided that all such use is for the promotion of its business enterprise and does not imply the endorsement of Memorial University of Newfoundland.

C. Whenever Memorial University of Newfoundland is approached by third parties for individual permission to use, reprint, or republish specified articles (except for classroom use or to reprint in a collective work) the undersigned author’s or employer’s permission will be required.

D. No proprietary right other than copyright is claimed by Memorial University of Newfoundland.

This agreement must be signed by an individual author who has the consent of all authors or, in the case of a work made for hire, by and authorized agent of the employer.

__________________________________________________  _____________________________
Signature of Author       Date