



Missouri Music Educators Association

A Federated Associate of the National Association for Music Education

MISSOURI SCHOOL MUSIC ARTICLE SPECIFICATIONS

The MMEA Strategic Plan states the magazine should “provide resourceful and current best practice” for our membership. Each article submitted for inclusion in *Missouri School Music*, should be informational, educational, helpful, and inspirational to the readers. If appropriate, articles may be submitted by guest authors (with their permission). The best articles are typically those that inspire teachers in the field, not those that “preach” or “editorialize” about a pet issue. The President must approve “tribute” or “memorial” articles about MMEA members one month before the submission deadline.

- Write an article of approximately 600-1000 words.
- Use the Microsoft Word-processing program.
- All pictures, graphics, and images must be sent as JPEG, PSD, PNG, TIFF, or AI files. PDF files are also accepted, but be aware that print quality is sometimes inadequate. Send pictures/images **SEPARATELY** from text.
- Submit only articles that have been proofread by at least one other person, and do not contain grammatical or spelling errors.
- **Do not format your article.** The editors will format the article as necessary for the magazine.
- Email your article as an attachment to **editor@mmea.net**
- Accompany the article submission with the “submission” form available at mmea.net. Honor all copyrights when submitting information, and give credit to others for ideas not your own. The APA writing style is the preferred style for article submissions.

DEADLINES

Each deadline for submitting your article is firm. Meeting the submission deadline helps to ensure the magazine will be printed and delivered to the membership on time. Deadlines are listed below, as are the focus points for 2016-2017 issues. Please consider the focus of each issue when drafting articles.

ARTICLE SUBMISSION DEADLINE	VOLUME 67	ISSUE FOCUS	SENT TO MEMBERSHIP
August 1, 2016	fall Issue	Leadership	September 2016
November 1, 2016	winter Issue	(conference theme)	December 2016
February 1, 2017	spring Issue	Life-long learning	March 2017
April 1, 2017	summer Issue	Music and motion	May 2017

We look forward to working with you. Please do not hesitate to contact us with questions or concerns.

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