

Guidelines
CONGRESS ON RESEARCH IN DANCE
2016 Conference Proceedings

The Congress on Research in Dance is pleased to compile an unedited record of CORD's 2016 Joint Conference with the Society of Dance History Scholars, *Beyond Authenticity and Appropriation: Bodies, Authorship and Choreographies of Transmission*. Submission of conference papers and workshops for inclusion in the Proceedings is entirely voluntary. Those who are presenting workshops or lecture-demonstrations may submit transcriptions or summaries of their presentations. Each submission should be an accurate record of the conference presentation and not an expanded revision.

Please note: Conference Proceedings will no longer be published through Cambridge University Press. The proceedings will be made available online via the CORD website, with each paper posted as a separate pdf file. Formatting requirements take into account the desire for online accessibility, as well as the wish to produce a uniform, high-quality publication without imposing undue constraints on the authors.

Deadline and submission procedure

Submissions must be received by **December 1, 2016**. **Papers must be submitted electronically in two formats (pdf and .doc)**. In the body of your email message, please be sure to include your name, paper title, and contact information (address, phone number, email address). Direct all formatting and submission inquiries to: CORD Proceedings Editor, Proceedings@cordance.org

Strict adherence to the standards and deadlines is required.

Accepted Formats

Please submit two documents (pdf and .doc). The pdf is the surest way to avoid inadvertent formatting changes or font substitutions caused, for example, by different versions of word-processing software. However, it will be helpful to have the paper as a .doc in case the editor needs to make minor formatting adjustments, or request revisions from the author.

Order of Sections

Title
Author's Name
Abstract (as submitted for the conference program)
Paper
Notes (see below on endnotes)
Works Cited
Copyright Statement
Author's Biography
Email Contact Details

Page Limit

Manuscripts may be no longer than 18 double-spaced pages. Please note that this includes the abstract, body of paper, endnotes, bibliography, and 50-word author's biography. The paper should be a record of your contribution to the conference, not an expanded revision.

Language

Papers must be submitted in English and should be thoroughly proofread and checked for grammar and spelling and conformity to the guidelines before submitting your document.

Spelling

Use **US English** spelling

Margins and Tabs

Use 1-inch margins on all sides.
Indent the beginning of paragraphs and block quotes by 0.5 inches.

Spacing

Double-space the main body of text.
Single-space the abstract, block quotes, notes, and bibliography.

Alignment	Left-align the text. Justify block quotes.
Font Style	Use 12 point Times New Roman font.
Title and Author's Name	Left-align the title and author's name at the top of the first page. Use bold font for the title. Use title case
Abstract	After the author's name, press return twice, and type "Abstract:" followed by the abstract that you submitted for the conference program.
Sub-headings	Use sentence case for sub-headings
Citations	For citations, use <i>Chicago Manual of Style</i> author-date system with parenthetical references in the text and a list of works cited. The author-date system is used in the sciences and the social sciences and increasingly publishers are requiring authors to adopt this kind of system. For further reference please consult following URL: http://www.chicagomanualofstyle.org/tools_citationguide.html
Endnotes (Optional)	Endnotes may be used for supplemental information. Please use the Microsoft Word "Insert Footnote/Endnote" and choose Endnote with Arabic numbers. Do NOT use footnotes as these will not be accepted.
Works Cited	All references should follow <i>Chicago Manual of Style</i> . Please see examples of the reference style to be used, in-text citations and other style requirements at the end of this document.
Copyright Statement	For example: © 2008, Isadora Duncan.
Author's Biography	At the end of the paper, include a professional biography. <u>Fifty word maximum.</u>
Translation Note	If the paper has been translated from a language other than English, include a statement: "Translation from [original language] by [name of translator]." If you would like to make the original paper available, you may provide an email address.
Headers, Footers, and Page Numbers	<u>Do not include headers, footers, or page numbers.</u> These will be added separately. Any text in the margins will be removed.
Images and Additional Material	Images, tables, appendices, and other additional material are <u>NOT ACCEPTED</u> for conference proceedings. Therefore, do not include any of these in your submission as they will not be published and your paper will be returned to you. It is also the author's responsibility to delete any parts of the paper in which images or figures are referenced , since images and figures will not be published.

PLEASE NOTE that submitted papers that do not conform to any or all of the above guidelines will be returned to the author for revision. You will have one week to re-format it as necessary and re-submit. If your amended paper does not arrive on time or has not been amended as required, it will not be included in the proceedings. We regret that papers that do not conform to the guidelines or are received after the deadline will not be included in the *Conference Proceedings*. As indicated above, **the Proceedings Editor(s) task is to bring the papers together but they will not perform any significant copy-editing tasks.**

CORD PROCEEDINGS STYLE GUIDE

General

- Default to the Chicago Manual of Style (author , date) and *Merriam-Webster's Dictionary* for all issues not addressed in this style guide unless evidence of a clear precedent to the contrary can be found.
- Spell out centuries—i.e., nineteenth century, twentieth century (twentieth-century, adj.)
- Figure captions should be listed at the very end of each manuscript file.

Numbers

- Spell out simple numbers—i.e., two, sixteen, fifty, ninety-nine.
- Use numbers themselves for complex numbers—i.e., 108; 2,500.
- Dates are written as numbers—i.e., February 8, 1999.
- Use numbers for citations and pages.
- Special case: “chapter 5,” but “the fifth chapter.”

Notes

- Title section “Notes”.
- The Notes section should come at the end of the article text but before Works Cited.
- Make certain that each source cited within Notes section is included as a reference in Works Cited.

In-text Citations and Works Cited

- Title section “Works Cited”.
- Use the *Chicago Manual of Style's* parenthetical, **author-date method of citation**. In this system, all content notes belong in the Notes section; all bibliographic information is located in the Works Cited. There should NOT be separate “Interviews”, “Websites”, etc. sections.

Sample Entries

In-Text Citations

When reference to a particular page is necessary, include page numbers within the in-text citation:

Trisha Brown, referring specifically to her own equipment pieces, has spoken of their danger (Goldberg 1990, 210).

If the author has just been mentioned, it is not necessary to repeat her or his name in the citation:

In *Body Art: Performing the Subject*, Amelia Jones suggests that body art “provides for the possibility for radical engagements that can transform the way we think about meaning and subjectivity (both the artist’s and our own)” (1998, 15).

Use semicolon between two or more in-text citations (Lang 2001; Smith 1999)

Condense inclusive page ranges: 120-21, 100-103, 201-2

Works Cited

Please note that the date in this bibliographic format comes directly after the author’s or authors’ name(s).

Book:

Foucault, Michel. 1976. *The History of Sexuality, Volume I: An Introduction*. Harmondsworth: Penguin.

Chapter in an edited collection:

Chanfrault-Duchet, Marie-Françoise. 2000. “Textualisation of the Self and Gender Identity in the Life-story.” In *Feminism and Autobiography*, edited by Tess Cosslett, Celia Lury, and Penny Summerfield, 61-75. London: Routledge.

Edited or translated volume:

Derrida, Jacques. 1994. *Specters of Marx: The State of the Debt, the Work of Mourning and the New International*. Translated by Peggy Kamuf. New York: Routledge.

Article in a journal:

Phelan, Peggy. 1993. “The Rats and the Democrats.” *Drama Review* 37 (3): 171-85.

Do not include “The” before journal title

Article in online journal

Kossinets, Gueorgi, and Duncan J. Watts. 2009. “Origins of Homophily in an Evolving Social Network.” *American Journal of Sociology* 115:405–50. Accessed February 28, 2010. doi:10.1086/599247.

Paper presented at meeting:

Berríos-Miranda, Marisol. 2003. “Bailando Salsa en la Sala, Como Aprendimos a Bailar y a Vivir.” Paper presented to the Annual Meeting for the Society of Ethnomusicology, Miami, Florida, October 4.

Dissertation:

Bosse, Joanna. 2004. “Exotica, Ethnicity, and Embodiment: An Ethnography of Latin Dance in US Popular Culture.” Ph.D. diss., University of Illinois, Urbana.

Newspaper article:

Mendelsohn, Daniel. 2010. “But Enough about Me.” *New Yorker*, January 25.

Stolberg, Sheryl Gay, and Robert Pear. 2010. “Wary Centrists Posing Challenge in Health Care Vote.” *New York Times*, February 27. Accessed February 28, 2010. <http://www.nytimes.com/2010/02/28/us/politics/28health.html>.

Website reference

Google. 2009. “Google Privacy Policy.” Last modified March 11.

<http://www.google.com/intl/en/privacypolicy.html>.

Intext website citation
(Google 2009)

McDonald's Corporation. 2008. "McDonald's Happy Meal Toy Safety Facts."
Accessed July 19. <http://www.mcdonalds.com/corp/about/factsheets.html>.

Intext website citation
(McDonald's 2008)

Citing no date (n.d.) Material

If citing material with no date the in-text format is as follows:

(Cooke n.d., 4-7)

Works cited entry:

Cooke, H.B.S. n.d. South African Pleistocene mammals in the University
of California Collections. Typescript.

Citing first publication date

If citing material that has an earlier publication date, insert the first publication date in square brackets after the publication details of the cited work:

Kinney Troy and Margaret Wise Kinney. 1998. *The Dance: Its Place in Art and Life*. Rev.ed. New
York: F.A. Stokes [first edition 1914].

Non-book material

In-text citation from a manuscript collection:

Alvin Johnson, in a memorandum prepared sometime in 1937 (Kallen Papers, file 36), observed that...

Works cited entry for a manuscript collection:

Kallen, Horace. Papers. YIVO Institute, New York.

Online and/or URL references

Include date accessed as follows:
Accessed February 28, 2010.

For further details on Online and/or URL references see:

http://www.chicagomanualofstyle.org/tools_citationguide.html

