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PHILOSOPHY

Published twice a year, the *British Journal of Music Therapy* is a peer-reviewed journal for music therapists and other professionals interested in all aspects of music therapy. The BJMT publishes original articles or essays that have direct relevance to the field of music therapy. Papers are accepted only in English. British English spelling and punctuation is preferred.

Submitted articles are sent out anonymously for peer review. Reprints are not usually considered for publication. A variety of perspectives and approaches is encouraged in papers which may be concerned with:

- research studies
- theoretical or philosophical papers
- assessment and treatment programmes, including those involving other disciplines, e.g. neurology
- music therapy within multidisciplinary programmes of treatment
- case studies illustrating a particular theoretical model or philosophical perspective
- professional or political issues, e.g. training, employment or ethical issues
- historical reviews
- other aspects of music (ethnological, psychological, etc.) if relevance to the theory and practice of music therapy is made clear

The Editors will consider full-length articles (3500-6000 words) for publication but also shorter less formal contributions such as essays, case studies and responses to articles. Dissertations and theses may form the basis for an article but will always require significant rewriting for a journal audience.

We also welcome reviews of published material (1,500-3,500 words) such as books, CDs and videos. Prospective book reviewers should contact the Editorial Team describing their areas of expertise and interest.

Copyright

On acceptance of an article for publication, the *British Journal of Music Therapy* requires authors to assign their copyright to the BJMT, in order to protect both the author and the BJMT from misuse of copyrighted material. A Transfer of Copyright Agreement will be sent to the author. The form must be completed and returned to the Editorial Team before the article can be published. Authors are responsible for obtaining permission to include copyright material from other authors in their articles.

Confidentiality

The BJMT requires contributors to guarantee the anonymity of any client referred to in their articles (e.g. by a change of name and other identifying details), unless permission has been granted for the client's name to be used.

Submission of articles

Submissions should be made to the Editorial Team by Email: BJMTEds@bamt.org

Format and style

Contributions should be presented as follows:

- Articles should be submitted in Microsoft word, in arial or calibri font, point size 12, with 1.5 spacing.
- Pages must be numbered
- Headings should be used to help structure the article. Main headings should be in bold. Subsidiary headings in italic and bold.
- If using abbreviations, please write them in full the first time they are used. For example, Health and Care Professions Council (HCPC).

1 **Cover page:** to include the title of the article, the author's name, academic and professional qualifications, and full contact details. A biographical note of 80-100 words should be provided (this will be added to the end of the published article). Please read and include this sentence on the cover page: 'The author/s declare/s no conflicts of interest with respect to the authorship and/or publication of this article.' Please add a statement about any funding received specifically for a project/research project.

2 **Abstract:** a summary of 200 words or fewer must precede full-length articles.

3 **Key words:** Please supply up to six key words relating to your submission.

4 **Numbered notes:** please keep these to a minimum.

5 **Illustrations:** within the text refer to these as 'Figures', number them consecutively and send them in separate files, clearly labelled – Word, Excel, .tif, .bmp, and .gif files are all acceptable. The BJMT does not reproduce colour illustrations: please therefore use greyscale or black and white rather than colour.

6 **References:** these should be formatted according to the usual BJMT style. For example:

Bunt, L. (1994) *Music Therapy: An Art Beyond Words*. London: Routledge

Sears, W. (1968) 'Processes in music therapy'. In E. Gaston (ed.) *Music in Therapy*. New York: Macmillan

Tustin, F. (1994) 'Autistic children assessed as not brain-damaged'. *Journal of Child Psychotherapy* 20(1): 103-131

World Health Organisation (2010) *Mental Health: Strengthening our Response*, [online] Available at: <http://www.who.int/mediacentre/factsheets/fs220/en/> [accessed 7 March 2014]

Authors are asked to check that all references are formatted correctly, and in alphabetical order.

Informal discussion of articles: Prospective contributors are always welcome to contact the Editorial Team in order to discuss their ideas.

Editorial Process

On receipt of submission an email acknowledgement will be sent within two weeks. In order to maintain a high standard for the Journal, the process from submission to publication is inevitably lengthy. Each submission is considered by the Editorial team and a response made to the author/s. This will either confirm the article is going forward for peer review, give some initial advice prior to re-submission or provide an explanation of why the article cannot be considered. If the article is to be considered for publication, the next step is a blind peer review with 2 (or occasionally more) peer reviewers. Following review, a collated response of the peer reviewers' comments is sent to the author/s and time given for them to respond to this. If the author wishes to continue to work on their article, a deadline will be negotiated for re-submission. It is noted that it is extremely unusual for an article to be published without the need for re-writing and editing. Any re-submissions should be sent as 2 versions. Firstly with changes marked in track changes, and secondly with all changes accepted. This is in order for the Editors to see and consider all amendments.