

INSTRUCTIONS FOR COMPLETING THE ANNUAL REPORT

UNCG SCHOOL OF MUSIC

1. All publications are to be formatted in the bibliographic style appropriate to your discipline, e.g. APA, Turabian, Chicago Manual of Style
2. All presentational events must include organization, date, place, venue, approximate number in attendance, and whether selection to present resulted from a competitive, peer-reviewed process.
3. Publications may appear only once in their life cycle, either at point of acceptance or point of publication, but not both.
4. Performances are listed only once in the category most appropriate, i.e. research/creative activity or service.