

Ecesis News Story and Article Specifications *rev 17 august 2023*

DUE DATES:

- Spring: final articles are due Jan 15, published first week of March
- Summer: final issue final articles are due April 15, published first week of June
- Fall: final articles are due July 15, published first week of September
- Winter: final issue articles are due Oct 15, published first week of December

Please work with whoever your contact is (guest editor, staff, etc.) to share initial drafts or for feedback.

ARTICLE TEXT

- Take a look at past issues online at: www.secal.org/newsjournal
- Articles range between 600 words (with 1 or 2 photos) to 1800 words (with at least 3 photos) (see below for photo requirements)
- Articles do not need to have scientific article format
- Include all authors, their affiliations, and emails
- Include any references
- Include webpages or sources for more information in the text if appropriate
- Articles should be sent as text or word documents **not** as pdfs or PowerPoints
- **DO NOT** format the word file with images, text boxes, or other formatting. You can include formatting suggestions in the text like: “possible sidebar here” or “possible pull-out quote here”.
- Include references to images and/or tables, etc., in text either descriptively or in parentheses. • Include a list at the end of the article of all images with image name, any relevant description/caption, and credits.

IMAGES: PHOTOS, TABLES, GRAPHS, ETC.

- Save and submit as separate individual files; **DO NOT EMBED** the images in the article
- Images should be at least 4”x6” at 300dpi. Proportionally, the smaller the dpi (such as 72dpi) the larger the physical dimensions will need to be.
- For the best possible resolution, if you are including a table created in excel, please send the excel file in addition to the image.
- Save as jpgs, tifs, pdfs, or svgs; image filenames should clearly indicate their order or location in the text (image 1, or descriptive name)
- Send all images — photos, tables or graphs as a SEPARATE image files — jpgs, tifs, pdfs, or svgs.

[Upload the final article and images here.](#) When the issue is laid out, you will be sent a draft of your article to make any changes/corrections etc.

We’d also love to include a short piece about you with your article. [Here is a link to the questionnaire](#) — if some questions do not apply, just skip them. Thanks!