



EDITORIAL POLICY

Articles submitted for consideration must be original works created specifically for *Notions* and relevant to sewing. (See “Readership.”) Articles can inform American Sewing Guild (ASG) members about new or current products, but the emphasis should be educational and free from commercial bias. For example, an article could suggest new or original uses for a product, how that product is produced, or it could introduce a new line that solves old problems.

Articles will be selected according to space availability, theme, and content. ASG reserves the right to edit all submitted materials. If you have an idea for an article, we recommend you submit a short proposal outlining your article concept or intent. Consider the season and lead time. If your idea is accepted, we will contact you with a deadline for publication.

COPY PREPARATION

Articles should be a minimum of 600 and a maximum of 1,200 words. Submit digital copy via e-mail in Microsoft Word format. Artwork may be submitted where appropriate. (See “Illustrations” for details.) Please double-check spelling (especially proper names), facts, and references. Submit sources and resources of products and publications noted in your article. Be sure all information is current.

Authors will be credited. Be sure to include your name, address, and phone number with your submission. Please also submit a short biography (no more than 75 words) so that we can include information about the author when appropriate.

ILLUSTRATIONS

Illustrations may be color or black-and-white, and may be submitted as:

PHOTOS/ILLUSTRATIONS: Digital images should be 300 dpi in the estimated reproduction size. Color prints (glossy preferred) or transparencies are also acceptable.

Do NOT send computer prints of digital photos or scans of 35mm prints.

LINE ART: Digital images should be vector files or 600+ dpi bitmap images. Or send clean original art or laser prints at least twice the estimated reproduction size.

FORMAT/SUBMIT: Send as ESP, TIFF or Maximum quality JPEG via e-mail or on CD-R.

DEADLINES

<u>ISSUE</u>	<u>MATERIAL</u>	<u>MAILED</u>
Winter	October 20	January 10
Spring	February 1	April 10
Summer	May 1	July 10
Fall	August 1	October 10

SUBMISSION

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