

QARANC ASSOCIATION GAZETTE

Guidelines for Contributors

- All contributions should be sent by email to: gazette@qarancassociation.org.uk
Closing dates: Spring Edition 31 January, Autumn Edition 31 July
- Articles should be submitted as a Word document. Articles not meeting the guidelines may be returned to the author for rewriting. Limit to approx. 600 words.
- When using abbreviations, please write the title out in full the first time the initials are used.
- Photographs should be submitted separately in .jpg format only and not added to Word documents.
- All photographs must have captions, written at the end of the article.
- Obtain permission of the people in photographs to use their image.
- The editor and the QARANC Association reserve the right to edit articles and to reject those unsuitable for publication.
- For more information check the full guidelines inside the back cover.

Sending Images

When sending images via email you should have the option to send small, medium, large or actual size. When sending images to the editor, via any device, please make sure you send the highest resolution/largest image possible. Images on your phone may be stored in the smallest version (for viewing ease) so do be aware of this.