

Requirements for Submitting Articles to the NACD Journal

Hello prospective NACD Journalist,

We are always looking for articles for the NACD Journal and would welcome your submission. We cannot guarantee publication of any submitted article(s) in a specific issue. Due to physical space and editorial decisions, we sometimes have to postpone printing an article until a later edition of the NACD Journal. In addition, the NACD requires that submitted articles **do not** appear in other publications or on the internet before they appear in the Journal. Prior publication will usually invalidate the article from publication in the NACD Journal. Further, the NACD reserves the right to edit articles and photographs for content and space requirements. We are unable to advise the story's author(s) and/or photographer(s) about any edits or changes prior to publication.

Submission of articles **MUST** conform to the following specifications to be accepted for publication:

- Articles **MUST** be PC formatted in Microsoft® Word® 2003 or earlier. The only other files that are accepted are unformatted "ASCII" text files (.txt file) or submissions directly in an email. (*Files with a .docx extension are from MS Word 2007 and cannot be used at this time.*)
- Files **MUST** be single line spaced with **NO** indenting or formatting of **ANY** type.
- A **SINGLE** blank line should separate paragraphs.
- **DO NOT** insert page breaks or manual page identifications.
- Pictures **MUST** use the following naming convention:
storyname__picture_description__photographers_name.jpg
- **DO NOT** present files with the same names automatically supplied by your camera. We have dozen of photographs from dozens of writers and if they do not have a distinctive name, it is extremely difficult to keep track of which photo belongs with which story and give proper photographic credit.
- Pictures should be approximately 1mb± in size or larger to be of sufficient resolution to go to our commercial printer.
- Photographs **MUST** be either yours or used with the permission of the photographer (*you will have to provide a letter from the photographer*). We will make all reasonable efforts to give proper photographic credits.
- Acceptable picture formats are **.tif, .eps, .psd, or .jpg**.

Photographs relating to the article are very much encouraged and make articles more attractive for publication. The absence of photographs relating to the story does not mean the story/article will not be published, as not all articles require photographs or graphics. Additionally we have access to many photographers who may be able to supply photos germane to the story.

Please contact the editor via Journal@SafeCaveDiving.com with any questions concerning picture quality or size requirements.

Due to the larger number of submissions and even larger number of photographs we receive for publication, submissions not conforming to the requirements stated above will be returned to the author for correction.

Thank you for your interest in the NACD Journal and we hope to be able to publish your article in an upcoming issue.

Best regards,

Bill Lester
NACD Journal Editor
journal@safecavediving.com

You may email large files and pictures to the following email address:

Bill@ClearVis.com

Please include "article or pictures for the NACD Journal" in the subject line. This mailbox has a 200mb size limit and can accept individual messages up to 20mb in size.