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LIBRARY MEDIA CONNECTION

Article Guidelines

Linworth Publishing, Inc. publishes:

LIBRARY MEDIA CONNECTION, successor to THE BOOK REPORT and LIBRARY TALK magazines.
LIBRARY MEDIA CONNECTION targets the PreK-12 school library market.

Our magazine contains feature articles on library management and operation, columns on specific topics, and reviews of books and other library materials. Much of the content is written by practicing school librarians. We invite you to join in this dialogue.

Submissions

We consider both solicited and unsolicited manuscripts. Letters of inquiry or preliminary outlines are not required.

Manuscript Guidelines

In all articles and other submissions, the emphasis should be on the author's actual experiences or personal observations. Manuscripts (usually 1200-3000 words) must be submitted electronically in Microsoft Word or ASCII text. Indicate on the manuscript your name, date, and name of article. You may submit articles as attachments to an e-mail to <linworth@linworthpublishing.com>. Photos, illustrations, charts, and diagrams of reproduction quality (300 dpi TIFF or JPG files) should be submitted as separate files. Do not embed graphic files in the text. Please send either the original artwork electronically in .tiff or .jpg file format. Insert a reference to the graphic file within the article (Example: Insert graphicone.tiff here).

Manuscripts accepted for publication are edited for length, clarity, and conciseness. Please be sure to include subheads in your article to help readability. Sidebars with related content, bulleted lists, etc. are design points.

Please provide an author byline for each author of the article. It must follow the following format.

- **Byline Information** as follows. In sentence structure, Name, Title, School, City & State (spell out state name). If school has the name of the city in it, put the state name in parenthesis following the city name.
- Byline information in Italics only with a period at the end
- Absolutely no social security numbers, phone numbers or mailing addresses in byline
- Byline may include an e-mail address.
- Example:

Jean Ark is a library media specialist at Orange Elementary School in Geneva, New York.

Donald Smith is a library media specialist at Gnome (Arizona) High School and can be reached at ds@abc.com.

Terms

Manuscripts are submitted for consideration with the understanding that Linworth, as a condition of acceptance for publication:

- requires assignment to the publisher of all rights in the accepted work;
- requires that it is your original work and not previously published (if permission for reprinting has been secured from the original publisher, please let us know), does not infringe any copyright or other right, and does not contain any matter that is libelous or otherwise unlawful; and,
- reserves the right to edit accepted works to conform to house style and space limitations

Articles are assigned to issues based on space and timeliness and are subject to reassignment. If your article is published, you will be paid an honorarium, acceptance of which indicates your acceptance of these terms of submission. All writers receive a personal copy of the issue in which the work appears.

Writing Style

Articles should be written in a clear, conversational style. A review of recent issues of the magazines is the best guide to the preferred writing style. Active voice and direct expression are encouraged. Acknowledgement of supporting literature is expected and encouraged.

Please follow MLA style format for bibliographies, questions of capitalization and punctuation. Generally, footnotes and endnotes do not appear in our articles. If the footnote is important, include its content in the text. Books and articles quoted or referred to should appear in parenthetical documentation within the text, following MLA style. For book lists, please give author, full title, publisher, and year of publication. Include ISBN numbers in all lists of recommended books.

Types of Manuscripts

Feature articles. Feature articles vary in length, depending on the topic. An average length is 5-7 pages. Feature articles may deal with theme topics or other subjects of interest to school librarians.

Essays and Opinion Pieces. Opinions on controversial issues, personal viewpoints, literary puzzles, reproducible productivity tools and humor are sought for use within the magazine.

Tips and Other Bright Ideas. Tips and Other Bright Ideas is a regular column of brief how-to-articles or helpful hints that vary in length from a few sentences to several paragraphs, with an average of about 75 words. The emphasis should be on what you did to solve a specific problem or how you found a better way to accomplish a task.

Reviews. Reviews of books and electronic media are assigned to librarians who serve in this capacity. No unsolicited reviews are accepted. If you are interested in becoming a reviewer, contact the reviews editors.

Compensation

If your article or tip is accepted, you will receive an honorarium upon publication. All writers receive a personal copy of the issue in which their work appears.

For More Information

Questions and manuscripts should be directed to the editorial director at Linworth Publishing.