

CONTRIBUTOR'S GUIDELINES

WHAT IS *THE HEALTH JOURNAL*?

A monthly consumer health magazine with two editions: Williamsburg & Hampton Roads. *The Health Journal* features a variety of content including news-and feature-style articles of general and local interest as well as humor, personal essays, expert advice columns, profiles and how-to articles. Our mission is to empower readers with knowledge of essential health topics and resources needed to enjoy optimum physical and emotional wellness at any life stage.



CIRCULATION: 50,000

Areas we cover: Williamsburg, Toano, Gloucester, Newport News, Hampton, Poquoson, Yorktown, Virginia Beach, Norfolk, Chesapeake, Portsmouth and Suffolk.

CONTRIBUTOR'S GUIDELINES

WHO CONTRIBUTES?

01 *The Health Journal* contributors are health and wellness experts qualified to share information with our readers. Expert contributors are not compensated for articles, and they do not pay to have articles published. Articles are contributed solely for the benefit of our readers. Individuals wishing to promote their business or services should consider purchasing an ad in *The Health Journal*.

WHO AM I WRITING FOR?

02 We reach people of all ages and backgrounds who are interested in health and medicine and wish to live an active lifestyle.

I HAVE ALREADY WRITTEN AN ARTICLE. CAN I SUBMIT IT?

03 We accept two types of expert contributions: solicited and unsolicited. Unsolicited means you are submitting an article for consideration without prior communication with the editor. Solicited means the editor has asked you to write an article with a specific topic, angle, format and word count.

WHAT MAKES A GOOD ARTICLE?

04 We seek informative, accurate, entertaining, and well-written articles. Not those that read like scientific papers. Don't be afraid to incorporate humor, dramatic elements, anecdotes, personal stories, astonishing facts, etc., into your work.

Keep the audience in mind (we are a consumer health publication, not a medical journal). Dazzle us! For more information on the types of articles we publish, please view recent articles online at the healthjournals.com.

Articles are selected for print based on completeness, relevance, ease and enjoyment of reading, language, tone, length and available space, among other factors including how closely the author has followed the Contributor's Guidelines.

CAN I PRESENT THE SAME ARTICLE TO ANOTHER PUBLISHER?

05 Reprint rights may be granted per author's request. Before submitting an article to *The Health Journal*, please inform us whether your article has been published or presented elsewhere.

HOW DO I SUBMIT MY ARTICLE?

06 Email your article to editorial@thehealthjournals.com as an attached Microsoft Word document. Important Note: See the "Sample Article" at right. Your article should follow this style template.

WHAT IF I NEED TO MAKE CHANGES TO MY ARTICLE?

07 If you must make changes to an article after you have submitted it, alert the editor immediately. Please do not edit your original draft without an OK. If your article is in the editing process, you may list out your changes in an email to the editor.

CAN I VIEW A FINAL DRAFT OF MY ARTICLE BEFORE IT GOES TO PRESS?

08 We try our best to provide every expert contributor with a review copy, especially if significant edits were made. If you wish to see a final copy, please let us know at the time of submitting your article. Meeting deadlines and making requested changes promptly will ensure plenty of time for the editors to email you a final review copy.

ANY FINAL NOTES?

- Become familiar with the content and style of *The Health Journal* before submitting your article.
- Write in a clear, concise and readable style (not academic).
- Avoid medical jargon - write for the layperson.

PLEASE NOTE

THE HEALTH JOURNAL does not guarantee to publish your submitted article. Even if your article is considered and/or selected for a specific issue, it may be pulled at any time due to space. In this case, your article may appear in a subsequent issue.

YOUR ARTICLE WILL be reviewed by a team of editors, including a board-certified physician, who will verify the accuracy of the information presented to ensure our readers receive only trusted and helpful health-related information. Editors reserve the right to edit for style, clarity, consistency, length, grammar and house style preferences.

ARTICLES THAT DISPARAGE other businesses, services, methods or providers will not be considered.

IF YOU DISCUSS in depth a health topic in which you are not an expert, you **must** consult an expert source.

CONTACT

Chris Jones, Managing Editor
4808 Courthouse Street, Suite 204
Williamsburg, VA 23188
Office: 757.645.4475
Fax: 757.645.4473

CONTRIBUTOR'S GUIDELINES

SAMPLE ARTICLE

YOUR GUIDE TO WRITING FOR THE HEALTH JOURNAL

Editorial Also Reviewed By
Brian M. Freer, Publisher
Ravi V. Shamaingar, M.D., Medical Editor
Page Freer, Editor-in-Chief

How can our editors reach you?
Direct Phone #
Email

Suggested Headline

Subheads like this entice readers into your story

Written by You D. Writer

This first paragraph is your lead. It should be compelling enough to grab the reader's attention and draw them into your story. It can include observation, starting fact, a strong quote, a question...there are so many ways to begin a story. Ask yourself, "Why am I writing this article, who am I writing it for, and what will they take away from it?"

Separate each paragraph with a hard return, don't indent. Your story should be typed in 12 point Times New Roman font. Only one space between sentences. "Punctuation always goes inside quotation marks." Attributions are in present tense, says the editor.

SUBHEADS

They break up long articles and help with organization. Beyond that, style preferences include italicizing book and magazine titles like The Health Journal and omit the serial comma such as in red, white and blue. And no spaces on either side of a long dash—please.

SIDEBARS

Consider supplementing your article with a sidebar of related data such as statistics, or additional resources. If you have access to royalty-free photos or illustrations of medical processes or procedures discussed in your article, please include those when you submit your article.

BIO

If this is your first time contributing to The Health Journal, include 3-4 sentences about you and your professional background, experience, etc. Remember: Bios can be fun! This will appear on our Contributors page. If you are a regular contributor, you only need to do this if you'd like to update your bio. Email a current headshot/photo for inclusion on our Contributors page.

DEADLINES
OUR 2014 EDITORIAL DEADLINES

ISSUE.....DEADLINE
JANUARY 2014.....NOV 1
FEBRUARY 2014.....DEC 1
MARCH 2014.....JAN 1

APRIL 2014.....FEB 1
MAY 2014.....MAR 1
JUNE 2014.....APR 1
JULY 2014.....MAY 1

AUGUST 2014.....JUN 1
SEPTEMBER 2014.....JUL 1
OCTOBER 2014.....AUG 1
NOV/DEC 2014.....SEP 1



the
Health Journal™

