

join the family

For nearly 80 years, **Arts & Activities** magazine has served as a conduit for the exchange of professional experiences, advice, lesson plans and fresh ideas. Become a member of the **A&A** family of authors by sharing your great ideas and success while getting your materials published! You will be making an important contribution to your profession.

submission f.y.i.

- All submissions are made on a speculative basis.
- The unprofessional practice of simultaneously submitting materials to competing magazines is discouraged.
- Receipt of manuscripts and visuals is acknowledged.
- Unaccepted materials are returned if accompanied by a self-addressed, stamped envelope of appropriate size.
- Selection of materials is often based on:
 - (1) valid application of sound art-education philosophy
 - (2) relationship to our editorial program and needs
 - (3) quality of manuscript and/or visuals
 - (4) publication requirements to maintain balance in subject matter and educational levels.
- Publication of accepted materials will be in relation to our editorial needs and schedule. Because of the magazine's long lead time, this can take from 9 to 30 months.
- Authors are notified when their accepted materials have been scheduled for publication
- Payment is made upon publication.
- Art and photographs are returned after publication.

tips for writing

- Write thoughtfully and clearly to express the values, motivations, resources, aesthetic content and art learnings, as well as the "how-to" of your topic.
- Write in a conversational manner, as if telling a friend about the experience. We're looking for a narrative style of writing, not step-by-step. Be conscious of the flow of ideas and your writing style.
- An article's value is in the ideas presented. Be informational, inspirational and down-to-earth, as well as philosophical.
- Include PDFs of all handouts, and separate lists for learning objectives, National Standards, grades for which the project is appropriate, materials/supplies, and any resources used for the project (e.g. Web sites, books, videos).
- **A&A** edits for spelling, punctuation and clarity. Before sending us your manuscript, please re-read and edit, then have someone else read it. After all final changes have been made, then please send it to **A&A**.

great visuals

- Because art is a visual subject, illustrations submitted in the form of photographs (digital or traditional), original art or diagrams are important. We no longer accept slides.
- Photographs must be clear, well-composed and sharply focused. Poor photographs are too often the cause for rejection of materials.

General photography tips:

- Photos of art should be free of clutter in the background, unless it is significant to the meaning of the art.
- Remove unrelated objects from the tables and walls. The art and the students should not get lost against competing backgrounds.
- Don't pack too much into a picture. Simplicity makes a point much more effectively.
- Clearly portray what students are doing. If a photo doesn't help illustrate an idea, it serves no purpose.
- When photographing paintings, drawings and other flat work, avoid angles that distort the image (e.g. the top of artwork not the same width as the bottom).
- Shoot one piece of art per photograph.
- Avoid "hot spots" (the flash reflecting off shiny surfaces).
- Take the time to study good photography techniques. If you aren't sure of your skills, ask a friend, colleague or relative to help.
- Poorly composed photos often cannot be used, regardless of how pertinent the subject matter.
- If photographing art to be considered for the cover, center it in the frame with plenty of surrounding space for the magazine logo and cover plugs to be legible. Also, photograph against a plain, neutral-colored background.
- If your camera has a date-imprint function, please turn it off before taking photos.

Digital photography tips:

- For proper magazine reproduction, **A&A** converts all photos to 300 dpi. Digital photographs must be therefore be taken with no less than 2550 x 3400 pixel resolution and, when opened onscreen, they must measure 8.5" x 11" or larger. Send photos on a CD-ROM with manuscript.
- Please do not Photoshop your digital photographs; the **A&A** art department is prepared to make your photos look as good as they possibly can.

Original art tips:

Mail or ship original 2D works of art between heavy cardboard, and carefully wrap 3D work in bubble wrap inside a well-padded box.

nuts and bolts

- Include a cover sheet with the following information:
 - (1) your name and teaching position
 - (2) your professional address, phone number and e-mail
 - (3) your home address, phone number and e-mail.
- Provide release forms signed by parents (or the student if over 18 years of age) giving **A&A** the right to publish children's photos and art (forms are available on www.artsandactivities.com — click on "Writer's Guidelines").
- Include a hard copy of your manuscript and a CD-ROM containing the manuscript and digital photos.
- Aim for a length of 500–1,500 words.
- Provide captions for all visuals on a separate sheet, with correlating numbers on original art/photos. Use permanent ink to write on backs of photos, allow ink to dry and place paper between each photo, keeping ink from transferring onto the other photos, rendering them unusable.

honor a student

- To nominate a student for "Young Artist," please submit:
 - (1) ten to 15 examples of a creative work (photos or originals, with captions) in a variety of media (e.g. paintings, sculpture, prints, clay, fiber, etc.)
 - (2) a typed personal statement, of about 150 words, by the student
 - (3) the student's handwritten signature in black ink on white, unlined paper
 - (4) a clear, well-focused photo of the student
 - (5) a permission form signed by the child's parent or guardian giving **Arts & Activities** the right to publish the child's photo and artwork (see "nuts and bolts," above)
 - (6) a cover sheet with your name, home, school and e-mail addresses and phone numbers, as well as the student's name, age, grade, school and home address.
- Young Artist nominations are only accepted from a student's teacher, and all subsequent correspondence is between **A&A** and that teacher.

mail it to A&A

Send all manuscripts, artworks and/or photographs, with a self-addressed, stamped envelope for the return of visual materials, to:

Maryellen Bridge, Editor and Publisher
Arts & Activities Magazine

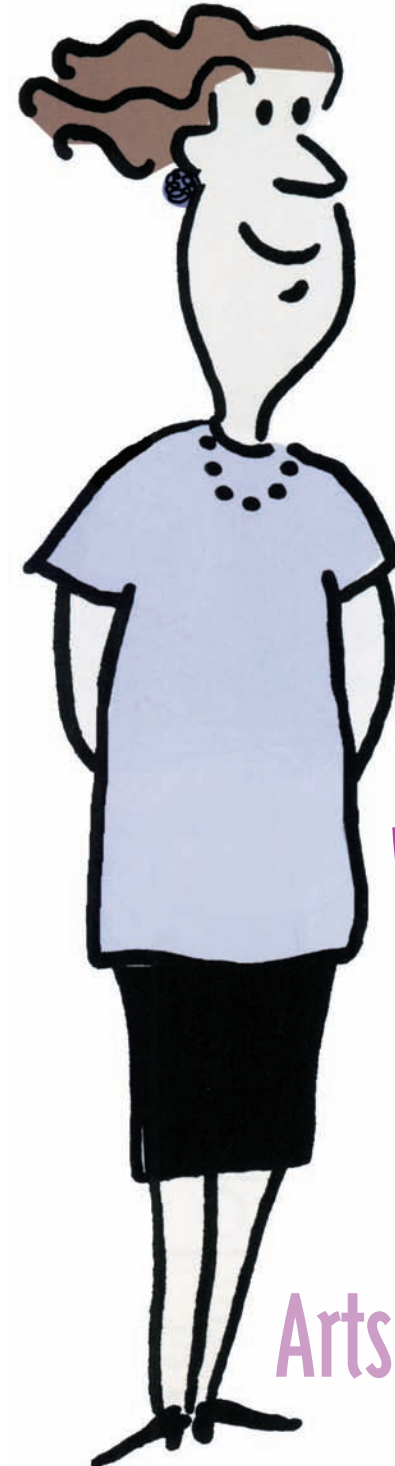
12345 World Trade Drive, San Diego, CA 92128
phone (858) 605-0242 fax (858) 605-0247
e-mail ed@artsandactivities.com

participate ...

Share your experiences with the thousands of readers of the nation's leading art education magazine. We're interested in receiving and reviewing manuscripts that deal with these topics at all levels, K-12:

- ways of developing visual perception
- activities for students' creative visual expression and/or growth
- programs and lessons that expand students' understanding and appreciation of art
- techniques for engaging students in discussing, viewing, reading about and evaluating art
- ways to make use of community resources
- strategies for sequential and developmental art instruction
- approaches to art history, including cultural and ethnic influences and contributions
- ways of interpreting school art programs to parents and the community
- ideas that work well for you and have applicability to other art educators
- methods of relating art to other disciplines

NOTE: To familiarize yourself with proper format and gain an understanding of how articles are presented in the magazine, review several recent issues of *A&A* or review several of the feature articles that are available on our Web site: www.artsandactivities.com.



Share your
lessons
and ideas
with fellow
teachers!

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12345 World Trade Drive
San Diego, CA 92128

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