

THE ACADEMIC WOMAN (TAW) MAGAZINE – SUBMISSION & EDITORIAL GUIDELINES

Editorial description

TAW Magazine is an international professional and lifestyle resource that publishes powerful celebratory, inspirational, informative and entertaining content for all women working in academia.

Published quarterly, we cover the things that matter to those working within higher education, and within each issue we include:

- Profiles
- In-depth features
- Health and wellbeing
- Tips and advice
- News items (awards, promotions, new roles and challenges, new projects etc)

Mission: To shine a spotlight on women in academia by championing recognition, well-being and positive action for more women empowerment.

Editorial objectives:

- To make women in academia feel celebrated and more recognised.
- To enable them to tell their stories in an informal, chatty and intimate manner to inspire, connect and aid one another.
- To promote health and well-being.
- To Entertain readers through an interesting blend of content that reflects what is happening in academia today.

Editorial guidelines

TAW tone should be informal, chatty and intimate. Share your experiences with us - your success stories, challenges, mistakes you have made, things you have learned in your career and things you wish you had known earlier.

Feature articles should be approximately 1500 to 2000 words and should have a title, introduction, body, conclusion and where appropriate, references. Articles should be submitted with 2-4 images.

Personal essays or stories written by contributors and should be approximately 800 to 1000 words. Stories should be submitted with two photographs.

Mission driven – The experience of taking on a new project or venturing into a new territory or influencing policy change in your organisation. Word count should be approximately 800 to 1000 words.

A research story/experience – Summaries of ongoing research/projects and should be approximately 300 to 800 words. This may include abstracts, research findings summary, book reviews etc.

Viewpoint – Insights and opinions on issues relating to academia, and on women in academia. Word count should be approximately 800 to 1200 words.

TAW lifestyle – General topics on lifestyle, wellness, fitness, health, fashion and beauty. Word count should be approximately 800 to 1000 words.

Deadlines 2020/2021

Print dates

Issue	Publication date	Ad copy deadline	Editorial deadline
Oct/Nov/Dec	28th September 2020	-	-
Jan/Feb/March	18th December 2020	23rd November	9th November
April/May/June	26th March 2021	1th March	28th February
July/Aug/Sept	25th June 2021	31st May	26th May

Brief extensions may be granted by the editor, but articles that are not submitted by the agreed-upon date may be pulled from a scheduled issue, and future publication will depend on space and availability.

Original non-infringing works

Writers and contributors must present articles, artwork, and photos that are original and do not infringe upon the intellectual property or other rights of a third party.

Style guide

Text format

All articles and pieces should be submitted as a Word document and should be sent as an email attachment. If you want to embed photos in the article to show where they should be positioned, this is permissible - as long as you also submit them as separate files.

Abbreviations

Full spelling should be included in first time reference. E.g. The Academic Woman (TAW) Magazine.

Photography style

The photography should be high resolution and ideally possess real-life quality. We are not aiming for posed photos with eye contact. We want natural relaxed photographs of women in their field of study. Nothing glorified, just the everyday aspect of hard work in the academic field that the audience can relate to personally.

Portrait photography

There should be nothing heavily edited – no airbrushing or editing of women. Instead, we are aiming for natural photos of real people - ideally not in a studio setting, but a real-life environment. Co-authors must all provide their photographs. Art and photos sent by mail will be retained by **TAW Magazine** unless return is requested by contributors.

Author Bio/Contact Data

Current biographical data MUST be submitted for each author of an article, complete with contact information.

Reference/Quotation Source List

A reference list should cite all document titles, volume, and issue numbers and page numbers. A quotation source list should include names, titles, company names and phone numbers, and email addresses for individuals quoted.

Submission

Articles should be emailed to hello@theacademicwoman.co.uk with text attached as word documents.

Submitted material is subject to editorial revision. Copyright in material published, except written by TAW, remains with the author, but the author authorises TAW to publish that material in *The Academic Woman* magazine, and to allow it to be reproduced on TAW's website and social media platforms. Highlights of articles and interviews may be shared on social media. Articles that have gone through our editorial revisions and publisher's layout must not be submitted to another media outlet for publication.

Academic and professional contributors for any one issue of TAW magazine will receive free print copies of the magazine for four quarters.

Regular writers/freelancers

Email hello@theacademicwoman.co.uk for terms and conditions.

Advertising

Email hello@theacademicwoman.co.uk to see our rate card and prices.