WRITER'S GUIDELINES

Submission deadlines for *FACCCTS* are the first of the month, two months before publication (or sooner for www.faccc.org)

- Jan. 1 for the March issue
- July 1 for the September issue

FACCCTS Editorial Policies

FACCCTS is the journal for the **Faculty Association of California Community College**, a non-profit, professional association that lobbies exclusively for community college faculty, and the FACCC-Educational Institute, which provides information and professional development. FACCC encourages policymakers to provide adequate resources and appropriate laws and regulations to issue Californians broad access to quality community college education.

      FACCCTS is published two times during the academic year, offering information, analysis and provocative points of view about the politics, philosophy, and practice of education. *FACCCTS'* primary purpose is to provide a forum for faculty and the CCC "community." Opinions expressed are those of the authors and do not necessarily represent those of FACCC and FACCC-EI, their board of governors, general members, or staff.

      FACCCTS publishes letters to the editors, commentaries, and other contributions on a space-available basis. *FACCCTS* reserves the right to condense and edit all text according to The Associated Press Style and as deemed necessary.

Length and Types of Submissions

- Articles and commentaries are around 750 - 2,000 words
- Teaching tips are 200 words
- Letters to the editor are no more than 250 words

Articles Attempt an impartial tone at a specific topic and address "The Five W's" — Who, What, Where, Why, and When. They're written with an attention-getting introduction and in the inverted pyramid style, in which the most important and interesting information is contained in the first few paragraphs, and less important information appears in order of decreasing news value.

Articles draw on two or more sources (newspaper articles, books, interviews), and contain quotes from leaders or experts on the topic.

See the news/feature article on the front page of The Wall Street Journal for examples of well-written articles and "leads", the first short, attention-getting sentence of an article.

Commentaries Clearly state the author's opinion about a subject and provide information to support that opinion.

Format

Writers should submit a copy of their story with the following information on the first page:
Story title, author's name, job title, college, author's address and phone numbers. At the end of the article, include a few sentences for the author's bio.

FACCC Blog

Please consider submitting an article or proposal to the FACCC blog. Blog posts are around 600 -1,500 words and should encompass your own experience and recommendations. Submissions are accepted year round.

All content submissions can be sent to info@faccc.org.