

Nuclear News

How to Submit Editorial Items

(First, make sure that *Nuclear News* is on your company's mailing list. Call 1-708-579-8207 or subscribe online at <http://www.ans.org/store/browse-magazines/>.) The following are methods for getting your company's message into *Nuclear News*.)

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1. News coverage:

Betsy Tompkins, Editor and Publisher—Feature articles. Contact information: btompkins@ans.org, phone 708/579-8241, fax 708/579-8204. (See **Guidelines for Feature Articles**, below.)

Phyllis Ruzicka, Senior Editor—Standards. Contact information: pruzicka@ans.org, phone 708/579-8298, fax 708/579-8204.

Michael McQueen, Associate Editor—Power; nuclear power plant operations; security and safeguards; policy and legislation; applications items (see #7 below); national laboratories; space nuclear applications; people news (see #4 below); and recently published and proceedings available. Contact information: mmcqueen@ans.org, phone 708/579-8244, fax 708/579-8204.

Tim Gregoire, Associate Editor—Radioactive waste management, D&D, and environmental remediation; nuclear medicine; radioisotopes; radiation dose-effects; food irradiation; industrial applications; and nuclear industry business developments (contracts, company news, etc.--see #3 below). Contact information: tgregoire@ans.org, phone 414/530-2455, fax 708/579-8204.

Susan Gallier, Associate Editor—Fuel; education, training, and workforce. Contact information: ansnews@ans.org, phone 708/579-8245, fax 708/579-8204.

Dick Kovan, International Editor—International news; accelerators; nuclear power research; research reactors; physics research; and fusion. Contact information (based in Nova Scotia): dkovan@ans.org, phone 902/455-3575.

2. New products and literature and software/databases available: Send information to *Nuclear News* Production Editor Patricia Matas via e-mail pmatas@ans.org, phone 708/579-8245, or fax 708/579-8204.

3. Business developments: Contracts, new facilities, new companies, mergers, acquisitions, marketing agreements, etc. Please note that *Nuclear News* does not generally publish announcements about work completed or equipment delivered. Send information to *Nuclear News* Associate Editor Tim Gregoire via e-mail at tgregoire@ans.org.

4. People: New hires, promotions, awards, obituaries, etc. Send information to Michael McQueen via e-mail at mmcqueen@ans.org, phone 708/579-8244, or fax 708/579-8204.

5. Meeting announcements: These should be sent to Patricia Matas via e-mail pmatas@ans.org, phone 708/579-8245, or fax 708/579-8204. (NOTE: To place a *paid advertisement* for a meeting announcement or call for papers, contact *Nuclear News* Advertising Manager Jeff Mosses for information: e-mail jmosses@ans.org, phone 708/579-8225, or fax 708/352-6464.) **DEADLINES:** Meeting-related information to be published must be received by *Nuclear News* at least a month and a half prior to the month of publication. For example, for publication in the May issue (in accordance with the procedure outlined below), material must be received by March 15. There are three meeting-related sections in *Nuclear News*:

Calendar

Nuclear-related meetings are listed up to **seven** months before the date of the meeting (see below for details). For example, if the meeting is being held July 27–29, then it is first listed in the January issue. The meeting will continue to be listed through the July issue. Note that because *NN* subscribers receive the magazine in the mail in the middle of the month (e.g., mid-July for the July issue), meetings that take place in the latter half of the month receive an extra month's listing (the July 27–29 meeting will be listed in the January through July issues; if the meeting were being held July 5–7, a calendar listing would appear in the January through June issues).

Short Courses

Nuclear-related short course notices are listed only once. Depending upon when we receive notice, they are listed from one to four months in advance of the course date.

Calls for Papers

Nuclear-related calls for papers are listed only once, and are listed as soon as we receive notice (unless the deadline for abstracts occurs before the next issue's mailing date, in which case the listing is not published).

6. Cut-and-caption stories: This is a photo (or on rare occasions, a couple of photos) showing a recent event concerning a company's product or service, along with a caption. Examples include an item being installed or post-installation tested at a nuclear power plant, a research reactor upgrade, an outage task, etc. The subject matter must be photogenic and the photo itself must be publication standard in quality (high-resolution). Also, if possible, a person should be in the photo involved in the work at hand. The event should have taken place no more than about six months before publication in *Nuclear News*. Depending on the topic (see information on news coverage above), send information to Associate Editor Michael McQueen via e-mail mmcqueen@ans.org, phone 708/579-8244, or fax 708/579-8204; Associate Editor Tim Gregoire via e-mail tgregoire@ans.org; International Editor Dick Kovan via e-mail dkovan@ans.org; or Associate Editor Susan Gallier via e-mail ansnews@ans.org.

7. Applications stories: These pieces, each typically about a page or so in the magazine (1000 to 2000 words), explain the recent use at a single nuclear facility of a product or service that resulted in significant savings as compared to previous methods used. A specific figure or figures (reduced person-hours, cost, job duration, and/or dose) must be included (those statistics are considered more credible when they are attributed to a utility source who is quoted). The facility involved must be

identified. There are no bylines. Send the information in press release form—*for consideration*—to *Nuclear News* Associate Editor Michael McQueen via e-mail mmcqueen@ans.org, phone 708/579-8244, or fax 708/579-8204. Any photos submitted for possible use with an Applications piece must have been taken at the site and during the specific job being covered in the article.

8. Feature articles: Articles of generic interest to the industry--general trends, significant ideas or concepts, new or upgraded technology, historical overviews, operating experience, or lessons learned--will be considered for publication in *Nuclear News*. We will review a paper or article already written, but for an article *idea*, a proposal letter is first required. If we like the proposal letter, we will then ask for a detailed (2- to 3-page) outline. If the outline is approved, then the article can be written. **NOTE: *Nuclear News* does not publish vendor-specific or contractor-specific case histories as feature stories.** Such material is reviewed for possible publication under items #6 and #7 above. Send information to *Nuclear News* Editor and Publisher Betsy Tompkins via e-mail btompkins@ans.org, phone 708/579-8241, or fax 708/579-8204. (For details on feature submissions, see below.)

Guidelines for Feature Articles

(If you have a paper, speech, or draft already written, there is no need to modify it or to query us about it. Just send it to us. We will review it to see if it—or a revised version—could meet our editorial needs and standards.)

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STEP 1

Send us a detailed proposal letter describing the subject that you would like to write about, and the article's scope and perspective. If we agree, we will ask for a detailed outline.

STEP 2

Send us a detailed outline (at least two to three pages) of the proposed article. It should contain all the major points and observations—and as many of the minor points as possible, too—that you will be making in the article. If necessary, we will ask you to revise and resubmit the outline. If the outline is acceptable to us (with any necessary changes), we then will ask for the article, written to a specified maximum length.

STEP 3

Send us the article:

A. E-mail the text of your article to btompkins@ans.org. Please send the article in a Word document *without any special formatting and without graphics/tables/figures/photos embedded in the document*. Also, *please send the final article, not a preliminary draft*. Any necessary reviews by other individuals should be done *before* the article is sent to us. This helps avoid confusion as to which “version” of the article is to be considered the final version, prevents numerous rounds of corrections coming to us at different times, and helps keep late changes to a minimum. Feature articles vary in length, but 3000–4000 words is about average length. Photos and graphics would be in addition to, not included in, that length.

B. E-mail graphics files separately. Attach them to an e-mail (or e-mails), or, if the files are too large, they can be uploaded to our FTP site. Our desktop editor will evaluate them to verify that they comply with our publication-standard specifications.

Please note the following:

- Graphics must be high-resolution—not less than 300 dpi (1350 pixels wide), at a minimum width of 4-1/2 inches wide (that's two columns wide in *Nuclear News*). Larger is okay. A three-column size would be a minimum of 300 dpi at a minimum width of 7 inches (2100 pixels).
- We can generally use all graphics file formats. For each table, figure, and photo, please provide caption information. Please also provide photo credit information—such as "(Photo: Acme Company)" or "(Photo: Acme Company/John Smith)."

STEP 4

We will review the article, and edit it for content, structure, and style, according to our standards.

STEP 5

We will e-mail the revised article to the author for review, with our changes made, along with any questions and requests for clarifications. Any substantive changes will be discussed with the author. The article will be finalized in communication with the author.

STEP 6

The article will be copy edited by the NN copy editor. Any changes at this stage typically are minor (for clarity and style) and do not require review by the author. If any substantive changes or questions do arise, they will be discussed with the author.

(We must add that in the end, the final article submitted to us must comply with our editorial needs and standards. We reserve the right to decline to publish material that does not do so.)

STYLE

A magazine article is not like a journal monograph. We put a high premium on readability—tight, clear writing that is simple and direct and flows well. Therefore, make the article readable and understandable. Do not use overly technical language, programmatic prose, or broad generalities.

Present the facts and ideas in a straightforward way, instantly accessible and in logical order. The reader should not have to puzzle over meaning or reread earlier passages. There should be no inconsistencies or ambiguities of meaning, and terminology that our readers might not be familiar with should be explained.

Use the spelled-out version of an organization or item, followed by the relevant acronym in parentheses. Subsequently, the acronym will be used.

The most important conclusions, observations, and facts—the highlights—should be mentioned at the *beginning* of the article. They should not be buried in the body of the article for the reader to ferret out. Also, do not repeat the same points at the end.

Especially important is how the ideas and pieces of information are connected. A mass of undifferentiated, uncoordinated, and unlinked items is unreadable. Provide good "guide posts" to help the reader through the information, from point to point. To do that, use topic and transition sentences to lead the reader successively from one idea or fact to another. This technique guides the reader through the author's train of thought, and helps the reader assimilate and interrelate the details.

Where possible, focus on the practical (give specific examples). Also, if available, include direct quotations—focused quotes that help to carry the story and convey information.

To help in understanding our writing style, you can look at past feature articles that we have published.

ACCURACY

You own your words—you are responsible for the accuracy of what you write. All facts, including names of persons, organizations, publications, projects, or other titles or terms of any sort must be *completely accurate*, not approximate. Dates, historical details, and technical information also must be correct. *Double-check everything*. There is no room for guessing. Published articles are regarded as reference material by readers. As editors, we are on the lookout for errors, but cannot always catch all of them.

OTHER DETAILS

The article should include, at the end, brief biographical information about the author(s): current job title, department, company name, work location, and e-mail address (optional).

The author (or lead author) will be asked to sign a Publication Agreement that grants *Nuclear News* the rights to publish the article in print and other media (electronic, Web, etc.), and that also grants the author(s) certain usage rights, as well.

Meeting papers presented at non-ANS run meetings will have to be granted permission by the primary meeting organization for use in *Nuclear News*.

CONTACT INFORMATION

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