

Native Plant News Submission Guidelines:

Articles

1. Make sure you send us your contact information: name, phone number and email address so that we can contact you if we have questions about your submission.
2. Please write as concisely as possible since space is limited in each issue. The editor reserves the right to edit articles for clarity and for space limitations.
3. If you need to make changes to your article after sending it, resubmit the corrected article in its entirety. Be sure to note in your correspondence what changes were made.
4. Text must be in electronic format and can be a Microsoft Word document (.doc), text file (.txt) or rich text file (.rtf). For users of other word processing software, please convert to .rtf or .txt files by using "Save As" under the file menu.

Images

1. High-resolution (300 dpi or better) digital images are preferred. A good rule of thumb is that if the file size is over 1 MB, it is probably acceptable. Digital images must be a minimum of 5 inches long on their shortest edge. For each image, please send a caption stating what the photograph is of, the name of the person who took the photograph, and which article it goes with. Please send digital images in TIFF, JPEG or GIF format. Please ensure that you have the photographer's permission to use the image.
2. Do not crop photos.
3. Do not embed images in files such as Word (.doc) or .pdf files.
4. Do not copy pictures from websites.