

GCA Writer's Kit

A GUIDE FOR GCA ARTICLE SUBMISSIONS

Email or submit a plain text draft in MS Word to Dave McClain, Scott Duff or Bob Seijas or all.

dhm@dwmccclain.net

Seijaro@aol.com

Use Times New Roman font at 12 point size or any normally accepted and readable font, and do not insert formatting or print controls. Use single line spacing.

DO NOT EMBED PHOTOS IN THE TEXT.

Email the text draft as an attachment. Send photos as separate attachments, do not embed them into the text.

You may include suggested photo placement notes in the text, but actual placement will depend on how the article lays out. Notes should be in the form [Insert photo #1 "Handguard"] with corresponding photos labeled or numbered. Do not send copyright material without written permission from the owner unless it's "Free Use."

>Photos should be in color, large, and high resolution. Set your camera to "Fine" or whatever the highest resolution setting is. Ideally, photos should be 300 dpi and at least 1200 x 1600, 1500 x 2100 (4" x 6" or 5" x 7") or even larger. Do not edit, sharpen, or crop the photos, we will do that if needed. Please choose a neutral background for photographs if taking shots of parts. Bright, bold colors compete too much with whatever is laid down on it.<

PROCEDURE

We will offer edit suggestions to you, including grammar, punctuation, technical accuracy, additions, and deletions. Material must be original and previously unpublished unless permission from the editors is granted in advance. Email your plain text draft without formatting, bullets, headers or footers in MS Word or WordPerfect to Dave McClain, Scott Duff or Bob Seijas or to all three. If you did not take the photos, submit a name of the person who did for proper credits.

The draft it will be submitted to the Journal publisher who will lay it out in PDF form after the issue deadline. You will receive a copy of this for final approval and any last-minute corrections before final publication.

As an author, you will receive an advance copy of the Journal by First Class Mail, and you will receive your regular copy as part of the normal distribution. You may not use the advance copy to purchase items from the Marketplace until the membership receives it via regular mailing.