

COLUMBIA

THE MAGAZINE OF NORTHWEST HISTORY

Writer's Guidelines

COLUMBIA is a journal of popular history edited for the general public as opposed to the scholarly one, with the intent of inviting readership through clear, easily followed writing and interesting illustrations. The geographic focus of the magazine is Washington, but its coverage includes all of what was originally the Oregon Country. The topical scope is equally broad. Biographical portraits and articles on modern-day phenomena are all welcome.

The preferred article is one that will be of interest to the whole state or region, not merely a single locality. The best in local history is that which is grounded in the broad pattern of state, regional, and, on occasion, national history. Articles based on a coherent series of photographic or other images (paintings, drawings, etc.) are welcome. In a similar vein, museums are encouraged to view COLUMBIA as an outlet for publicizing first-rate exhibitions and related scholarship.

Stylistically, articles should be footnoted, if applicable, but few if any of these citations will be included in the published version to keep faith with COLUMBIA's popular orientation. Authors will be responsible for identifying and, in many cases, providing suitable illustrative material and procuring permissions as needed.

An expression of interest by COLUMBIA in a potential article is not a commitment to publish. The magazine, operating on limited funds, will pay authors a token honorarium of \$50 upon publication plus two issues of the magazine in which the author's article appears, or the author may choose to waive the honorarium and instead receive eight copies of the issue.

We welcome your submissions for consideration for publishing. COLUMBIA accepts unsolicited manuscripts, however we appreciate an advance query by e-mail.

Email: Julianna Verboort, Marketing and Communications Director, at Julianna.Verboort@wshs.wa.gov. Put "COLUMBIA submission" in the subject line.

Mail: Julianna Verboort - COLUMBIA Magazine, Washington State Historical Society, 1911 Pacific Avenue, Tacoma, WA 98402

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Submission Pointers

- COLUMBIA feature stories average 3,200-3,700 words. Please do not submit manuscripts longer than 4,500 words.
- Include in your email or cover letter: author's name, address, phone number, email, and a short biography statement about the author.
- Published articles will require a headshot of the author.
- We prefer to receive submissions as text files in Microsoft Word, paper manuscripts are also accepted.
- A submission accompanied by images and/or illustrations has a better chance of success. At the very least, the author should include a list of image possibilities and sources. We prefer that you submit images as high resolution JPEG files.
- Writing should be appropriately footnoted (even though footnotes are rarely published) and/or accompanied by a complete bibliography. We encourage authors to include a list of three or four related "suggested readings" (books or articles) to accompany the article if it is accepted for publication.
- We edit in accordance with the *Chicago Manual of Style*, and *Merriam-Webster's Collegiate Dictionary*.
- Authors who want their submission materials returned should include a self-addressed envelope with adequate postage for return.
- Email submissions - put "COLUMBIA submission" in the subject line and email to: Julianna.Verboort@wshs.wa.gov.
- Mail hard copy submissions to: Julianna Verboort - COLUMBIA Magazine, Washington State Historical Society, 1911 Pacific Avenue, Tacoma, WA, 98402
- Authors will receive an email acknowledgment when their submissions have been received.
- The review process may take up to four weeks. An editor will be in contact with the author.
- COLUMBIA is published quarterly, therefore it may take up to 12 months for an article to be published once it is accepted.
- Authors who would like to have their hard copy submission materials returned should include a self-addressed envelope with adequate postage for that purpose.
- Questions? Contact Julianna.Verboort@wshs.wa.gov.

