

The Society of Twentieth Century Wargamers

Article Submission Guide

How long should an article be?

As short or as long as you like. Articles of two to three thousand words are a ideal for the magazine format of the Journal. Longer articles are welcomed but the editor might split them into discrete parts for serialisation over several issues.

What should I write about?

Anything you like. The Journal is dedicated to Twentieth Century Wargaming. This can include:

- Reviews – of figures, models, books, rules
- News – of companies, historical interest
- Research – into weapon systems, conflicts, battles, tactics
- Scenarios – air, land or naval; tactical, operational or strategic
- Rules – home-made, variants to existing sets, comparisons between different sets, how they have evolved, interesting mechanisms
- Battle reports – particularly of scenarios previously presented in the Journal
- Personal recollections – favourite periods and why, collection reviews
- Alternative History

as long as it is post 1900. See the Journal itself and sample articles reproduced on the society website for ideas.

How many images should I send?

As many as you like. The Editor can then select as few or as many as is best to illustrate the article. Try to send at least a few images or maps.

What format should articles be sent in?

Virtually any format is acceptable. Open Document Files (.odt) Microsoft Word (.doc or .docx) and rich text files (.rtf) files are best for electronic copy format.

If you have large files to send, I have DropBox, Drive and Copy accounts.

One good option is to copy and paste the text in to the body of an email and send it to the Editor at petejones.wrexham@gmail.com

How do I submit images?

Images help to illustrate an article. Digital images are preferred and should be sent as files (such as .jpg, .jpeg, .png, .gif, .bmp) as separate attachments and not embedded in with the text. Please keep text and pictures as separate files if possible.

Be wary and careful of email programs that reduce the image quality to speed up sending. There is a maximum data attachment size per email so if you have a lot of images to send it may be easier to copy them to a CD or DVD and post that to the editor, or you may need to send them spread over several emails.

Send the photo file at it maximum size. Do not 'compress' photographs as that reduces quality and may prevent it being used at an appropriate size for printing. 300DPI is the minimum resolution at the required size for printing and the DPI will fall as the photo is enlarged. The photo file ought to be a minimum size of around 1MB (preferably greater). Do not bother with 'thumbnail' pictures.

How do I submit Maps, illustrations and supplementary data?

Maps, diagrams and illustrations are most welcome. Check with the editor if using a drawing package (for compatibility) but the drawing facility in Word/OpenOffice/LibreOffice is quite adequate. If drawing by hand, avoid hard pencils as these make drawings difficult to scan – pen and ink drawings are best, or a good quality unfolded printout. Do not draw on to graph paper. The editorial team can arrange to

redraw diagrams if needed and will often tidy them up or add some colour to give the illusion of a 'house style'. For tables, MS Excel, LibreOffice Calc, OpenOffice Calc is probably the best option.

Do I need to include hard copy with my submission?

No.

Do I need to format the article?

No formatting is required other than to improve readability for the editor. Please do not use clever or complex formatting in your submission. A simple indication of headings, sub-headings and photo captions will suffice and save us a great deal of time.

What else do I need to send?

Apart from including your Society membership number, you might consider supporting your article with some separate and supplementary source references, historic context and ancillary information.

Are there any tips for taking photographs?

Yes. Good quality photographs that are correctly focused and exposed are required to ensure the best reproduction when printed in the Journal. Here are some basic tips:

- Read the instructions and learn the appropriate techniques of how to get the best out of your camera.
- Practise to improve your photography. Hold the camera steady (use your elbows to steady yourself) when you press the shutter release button to prevent 'camera shake' - better is to mount it on a tripod or use a bean bag to keep it stable and use the 'self-timer' release to take the picture.
- Set any digital camera to record/take the largest photos and at the maximum (or finest) quality setting.
- Ensure that there is sufficient lighting over the subject being photographed – a flash is generally no good. Take photographs outside using the natural light is best.
- Choose a small aperture (large f-stop number) for the best 'depth-of-field' if you are able to.
- Check and set the right focus, exposure and white balance.
- Use a macro lens or the macro setting for close up photographs.

Can I submit my articles to other magazines?

In submitting an article you agree to let the Society reproduce it in any medium it chooses (hard copy, PDF, as part of its website). However you still hold the copyright and can therefore publish it wherever you choose – on your blog for example – or sell it and have it published professionally.