



Guidelines for submission to the BBC Quarterly Newsletter

Send submissions to the **BBC Newsletter Editor** at ckkosso@gmail.com

It would be helpful if you could include in the subject line “BBC newsletter submission”.

Photos

Submissions of photos are highly encouraged, with or without a related text. Photos are usually from BBC trips, but we also welcome photos from birding excursions further afield, as well as “lifers” and other special sightings.

Please send the highest quality possible, preferably as a .jpg.

Always include your name, the identification of the bird, location of sighting, and date.

Articles and trip reports

The types of articles appropriate for the newsletters range from short features on specific topics, trips or events, to longer features and trip reports supplemented with photos and maps where relevant. Our readers value first-person or personal stories and opinion pieces, articles on the local environment and nature, recommendations of places to visit. Recommendations of books/videos/blogs are also welcome.

Readers are diverse in experience—but they all have this in common: they are passionate about nature and birds.

Tips:

- Include a title for your submission.
- Keep your authentic voice.
- When you are writing about your personal experiences, offer clear description of where you were or what you saw.
- Include any figures/pictures/images that will enhance your article.

- If you are writing on a complex topic, you might want to suggest additional resources or offer a contact for more information at the end.
- Cite sources and provide references to quotations and facts when used.

Format:

1. 250-1200 words is the typical length.
2. Articles should be sent as an attachment, in Word (.doc or .docx). Please do not send in .pdf format. If you do not have Word, consider rich text format (.rtf).
3. Photos ideally should be sent in the same email as the related text. If your account does not allow large attachments, please contact me at ckkosso@gmail.com and we can arrange an alternative delivery method.

Deadlines

Our newsletters precede the months that are covered because they include planned bird walk and trip information for the members.

Issue Number	Months Covering	Published	Quarterly Submission
Issue 1	January - March	December 30	December 15
Issue 2	April - June	March 30	March 15
Issue 3	July - September	June 30	June 15
Issue 4	October - December	September 30	September 15

Advertisements will not be included. Thank you.