

Synergy Submission Guidelines



Article proposals may be submitted to Communications Committee Chairs Nkenge Ransom-Friday at nrf001@marietta.edu and Jacob Isaacs at jpisaacs@purdue.edu.

Please submit concept proposals one to two months in advance of the below text deadlines.

- October Issue on Community Engagement: Text due by Monday, September 17, 2018
- March Issue on Persistent Programs: Text due by Monday, February 18, 2019

Format Guidelines

Manuscripts must be clear and concise, with a well-organized presentation of ideas. Submissions should be no more than 3-4 pages with references (not including images)

The Publication Manual of the American Psychological Association, Sixth Edition (2009) should be followed for general style guidelines and reference formatting.

- 12 point font
- 1 inch margins
- Single space with double space between paragraphs

Please include the following:

Author Information

- Name
- Title
- Professional Competency that will be addressed
 - Select from those identified at:
http://www.naspa.org/images/uploads/main/ACPA_NASPA_Professional_Competencies_FINAL.pdf
- Institution
- Email address
- Phone
- Additional Author Information (optional, strongly suggested):
- Head shots of the author(s)
- A brief 2-3 sentence personal/professional bio
- Other campus views/images
 - Please send photos and/or accompanying imagery for articles as high resolution .jpg files with suggested captions identifying relevant individuals, institutions and/or programs in attached WORD documents (.jpg files, within the text itself is acceptable)

Please note: Authors are responsible for the accuracy of all references, quotations, tables, and figures. Please make every effort to ensure that such items are complete and correct.