



**GUIDELINES FOR ARTICLES
IN THE CHESTERMERE ANCHOR
SENIORS COLUMN (TO BE NAMED)**

All seniors are invited to write about topics connected to issues, stories, hobbies, humour, history, family related, activities, events, travel, mini-auto biographies, challenges of being a senior, as well as other topics. Below are the general guidelines that you can follow to help you prepare a column for potential publication.

Guidelines

1. 400 word minimum
2. Format should be in a word format with Windows applications so that it can be edited if needed
3. Photos welcome (send each separately so that they can be resized for publication)
4. Overall tone should range from thoughtful, informative-neutral to uplifting and positive
5. Content follows the vision of promoting a positive vision of ones' senior years.
6. Columns must be submitted to the communications liaison for the Chestermere Whitecappers Board no later than a Tuesday to allow time for review, any editing. Forwarded submissions will occur by Friday morning of the week.
7. Columns may not be published immediately if there are several submissions. You will receive an email indicating publication date.
8. More than one column can be submitted.
9. Please provide a **head/shoulders** photo to add to the article.

Communications Liaison Contact

1. Please attach column and photos and email to cassidy@telus.net.