Tips for Submissions

Tips for Conference and Book Submissions

- Check your intentions. Why are you doing this?
  - Is it a contribution, or an extension of your ego? Revenge?
- Separate inspiration from perspiration
  - There is a time to let your mind wander and become creative and a time to sit down and work.
- Follow the submission guidelines at conference and publisher websites.
  - This seems obvious, but many simply do not do it.
  - Consider asking to review others' successful submissions

Bigger Tips

- Study the publisher/conference. Know your audience.
- Every publication/presentation venue is different. For example:
  - National conference: *"Listening for Risk and Protective Language: Strategies For Effective Risk Assessment Interviews"*
  - Safer Society training: *"How to Conduct Effective Risk Assessment Interviews"*
  - Each is set up for different readers
- Never think of the work as "your baby."
  - It will likely need significant alteration.

Littler Tips

- Be part of a community of writers to get feedback
  - ("Marry an English major!" – Stephen Ambrose)
- Focus on writing skills as an area for professional development – set aside time, get coaching, etc.
- Ensure linkage between sentences and paragraphs
- Go easy on the pronouns
- Use white space and consider your font size
  - You are writing for busy readers
  - Unclear visual presentation makes for unclear readers

Always Remember

- If you can't explain it simply, you may not really know it
- Attend to details in style, grammar, citations and references.
  - People will notice
- Follow guidelines for inclusive language
  - Person-first and identity-first

Finally

- Think of the editor/reviewer as the annoying customer who is always right.

- Show up early and respond quickly

- Remember that authors and presenters sell books at least as much as publishers.

- The colleague or editor who says they don't get it is your best friend.