

Brain Injury Connection (BIC) Writer's Guidelines

Thank you for your interest in the Brain Injury Connection (**BIC**) publication. The **BIC** publication is a program of the Brain Injury Connection organization, a 501(c)(3) (tax exempt) nonprofit organization.

The **BIC**'s mission is to enrich the lives of people affected by an acquired brain injury (ABI) through education and connection to community resources.

1. CONTENT

- a. The brain injury community guides the content of the **BIC** publication. Professionals, caregivers, and survivors share their experience and expertise.
- b. The content of the **BIC** publication includes:
 - Articles submitted by specialists
 - Columns by a Neuropsychologist and Attorney
 - Stories by Caregivers and Survivors
 - "Ask A Survivor" Q&A
 - Book/Movie reviews
 - Creative Writing (very short stories and poetry)
 - Guest editorial columns from survivors of a brain injury, and from professional specialists discussing a specific issue
 - Listings of community resources

2. TARGET AUDIENCE

The **BIC** publication's target audience includes those affected by an acquired brain injury (ABI), medical providers, and interested others.

3. GOALS AND OBJECTIVES

- a. The **BIC**'s goals include providing accurate and important information about acquired brain injury (ABI); brain injury prevention; the struggles and successes of living with a brain injury; the impact on caregivers, family, employers and the general public.
- b. We aspire to enhance doctor-patient relationships, and to better inform non-specialist medical providers about new findings concerning brain injury.
- c. Our main objective is to be truly helpful to people affected by brain injury. We strive to support them and their families in the recovery process, and thereafter.

4. SUBMISSIONS, DUE DATES & UPCOMING THEMES

- a. We are currently accepting submissions in the following subject areas:
 - ***Alternative Medicine***
 - ***Brain Injury Basic Advice***
 - ***Caregiving*** for someone with a brain injury
 - ***Caring for children*** who have had a brain injury

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- Brain Injury **Prevention**
 - **Parenting** after a brain injury
 - **Veterans** and brain injury
- b. Articles should be submitted to editors@braininjuryconnection.org via electronic mail as a word attachment or as text that can be copied from within your E-mail.
- c. Unfortunately the **BIC** cannot provide compensation for expenses or payment for your written material at this time.
- d. When submitting a word document, **Include in the cover letter:**
- Your full name as you want it to appear in print
 - Your address
 - Your phone number (with area code)
 - Your E-mail address
 - Your working title (titles are subject to change based on space)
 - A short explanation of what your article or essay is about
 - Your credentials as a writer (such as previous publications)
 - Your credentials as an authority (degrees, experience with ABI, etc.)
 - Let us know if what you're sending has ever appeared before in any media, and/or in any other written form. If you are sending previously published material we must have permission to reprint from whoever holds the rights.

On each subsequent page

- Name and the page number, i.e., page # of # total pages.
- Your working title

When applicable:

- List every information source used in preparing your article
 - Include all contact information to assist in our fact-checking your quotes and references
 - Include all references when applicable
 - Include a brief biographical sketch which can be used to describe you, and printed at the end of your article
- e. Try to keep stories, reviews, creative writing, and guest columns between 200 words to 1,500 words. Remember that by sending your material to the **BIC** you are granting us all rights to edit and rewrite your work in order to meet our needs.
- f. The **BIC** welcomes unsolicited works, but suggests you familiarize yourself with our publication before submitting. We cannot guarantee the publication of any written work. Also be aware that sending your written work to the BIC means you are giving the BIC the right to publish your material, and you are giving us complete permission to edit your material to meet our needs, tastes, ideas, and wishes which might not be the same as your own.
- g. We welcome authentic stories from those affected by an acquired brain injury.

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- h. We welcome articles written by those with professional credentials and experience working with the ABI community. When submitting this type of article, please use only the most current research from primary sources.
- i. If you are unsure of our interest in the topic, send the **BIC** a query at editors@braininjuryconnection.org. Your query should include an outline or narrative of your article/story, and any other information that will help us to understand what you propose submitting.
- j. If you'd like to submit an interview, we strongly advise submitting a query first, before conducting the interview, to determine eligibility. Most interviews will not be right for the **BIC**.

5. PHOTOS

- a. Any photos or photo must be related to the content of an article.
- b. We cannot guarantee the publication of any photo.
- c. Unfortunately we cannot at this time provide financial compensation for expenses or payment for your photo.
- d. When you send your photo to the **BIC** you are giving us the right and permission to edit, publish, and distribute your photo to meet our needs.
- e. Every photo should be accompanied by a short descriptive caption with the location and date of the photograph, and the name of the photographer.
- f. To submit your photo for consideration, email your photo (max 800 px width / max 600 px height) to editors@braininjuryconnection.org.
- g. Photographers should submit their URL, so we can link back to their site.

6. BOOK REVIEWS

- a. The header of the book review should include:
 - Author(s) or editor(s) first and last name(s)
 - Title of book
 - Year of publication
 - Place of publication
 - Name of publisher
 - Number of pages
 - Price (please indicate paperback or hard cover) if available
 - ISBN
- b. A book review must be relevant to the **BIC**'s readers. Please consider:
 - The intended audience for the book and who would find the book useful
 - The background of the author

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- The main ideas and major objectives of the book and how effectively these are accomplished
 - The soundness of methods and information sources used if applicable
 - The context or impetus for the book
 - A comparison with other works on this subject
 - Constructive comments about the strength and weaknesses of the book
- c. At the end, the review should include:
- Your first and last name
 - Your professional affiliation and credentials, if applicable
 - A brief biographical note
- d. We cannot guarantee the publication or distribution of any book review.
- e. Unfortunately we cannot at this time provide financial compensation for expenses or payment for your book review (this includes the cost of the book.)
- f. When you send your review to the **BIC** you are giving us the right and permission to edit, publish, and distribute your review to meet our needs.

7. POETRY OR VERY SHORT FICTION

- a. Send poetry or creative writing submissions by email to editors@braininjuryconnection.org Submit up to five poems at a time or up to 500 words for a short story. If your poetry is selected for publication it will be printed on a space available basis. The author will be notified when selected for publication.
- b. After the writing is published, it will be featured on the **BIC** website.
- c. When sending via E-mail, include the text of your poem(s) as a Word attachment. Include your first and last name and a brief biographical statement.
- d. The **BIC** retains the right to reprint your poetry at any time and in any media. We do not restrict your rights to do the same.
- e. Special Features – We are open to new and original special features including movie reviews, essays, editorials, or other unusual pieces. Please contact editors@braininjuryconnection.org for more info.

8. WEB PUBLICATION

- a. All issues of the **BIC** publication and web exclusives will be maintained on the **BIC** website.
- b. Articles may be submitted via email to editors@braininjuryconnection.org in consideration for exclusive web publication. The added venue of our website is that it will offer us an opportunity to publish new content between issues.

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- c. Unfortunately at this time we cannot provide any form of compensation in any form for your material put on our website.

9. PAYMENT AND RIGHTS

- a. At the present, the **BIC** is unable to pay its authors but would like to provide contributors to the **BIC** a stipend in the future. The **BIC** has first rights to all material that is published and/or distributed in any form. After being published and/or distributed by us you have the right to reprint your material, though the **Brain Injury Connection (BIC)** retains the right to publish your material in any subsequent issue or collected works in print or online. Further compensation is possible but will be given at the discretion of the editors and if funds are available.
- b. Should you decide to republish material first appearing in a **Brain Injury Connection (BIC)** publication or on our web site, please provide **BIC's** web address, www.braininjuryconnection.org. We'd also appreciate a copy of the publication the material appears in. A link should be published to the **BIC** website if your material appears on the Internet.
- c. The Medical and Legal Advisory Boards are also interested in reprinting previously-published work that may be of use to the brain injury community, or in educating non-brain injury specialists. We are interested in receiving (from the original authors) paraphrased, summarized, condensed and more explanatory versions of works which were originally published in scholarly or medical journals. If you are not the original author of this work, it is your responsibility to acquire all rights to the originally published work so that the rewritten version can be published by **BIC** in any form.