

# Submitting Guidelines

## Corporate articles

- Provide a high-resolution headshot and short bio of contributing author
- Provide a high-resolution company logo

## Document specs

- Microsoft Word file
- 500 – 600 words or 800 – 1000 words per edition
- Left justified
- No headers or footers
- Helvetica or Arial regular font
- 11-point font size
- Double spaced.

## Meet quarterly deadlines:

- July 29, 2022
- October 28, 2022
- January 27, 2023
- April 28, 2023

## Images

- Upload your LARGEST, BEST QUALITY images. (Printing requires high resolution.)
- If using photographs and graphics, be aware of copyright laws. Click [here](#) for information.
- Accepted image file types are jpg, png or pdf.
- Do not place photos into the article. Images must always be submitted as separate files.

## Mission

Our mission at The Advisor is to recognize and publish the contributions women entrepreneurs in Newfoundland and Labrador make to their companies, communities, and the economy.

## About

This Advisor is a quarterly publication that empowers, encourages, and elevates women entrepreneurs in Newfoundland and Labrador. Accessible in digital and printed formats, The Advisor is distributed in September, December, March & June of each year.

Feature articles in The Advisor highlight NLOWE members, sharing their steps and the challenges they overcame so others can emulate their success and take their careers and companies to the next level. So, whether you're looking to stay current on business trends, connect with other women in the NLOWE community, or learn how to turn your side-hustle into a profitable business venture, The Advisor has something for you!

## Copyediting

Using industry-accepted style guides and established in-house practices, copyeditors review articles in The Advisor for style, tone, grammar, clarity, structure, punctuation, and spelling. Some light fact-checking may occur; however, it is the author's responsibility to ensure the correctness of names, dates, facts, and sources.

Once copyedits are made, the author reviews the edits and answers queries. Publishers of The Advisor and the copyeditors collaborate with the author to ensure consistency across issues of the magazine and to create the best possible version of each piece.