

## **New Nature Writing Guide**

Thank you for writing a piece for New Nature magazine, we appreciate all of our author's hard work, but to make our job as editors a little easier please follow the guidelines below when writing and submitting your article.

### **Word count**

Please adhere to the word count given. If you are having trouble, either by struggling to meet the word count or if you have gone over it, please let us know before you submit your piece as our magazine design is affected by articles which are too long or too short.

### **Document**

Please save your article in either a Microsoft Word or Google Docs format, otherwise we may have difficulty opening your submission. If you do not have or do not know how to use either of these document types then just paste your text into the email and we can transfer it.

### **Images**

Please save images as .jpg and send them as separate files, not embedded alongside the words of your article as we have difficulty downloading them. Save images with a suitable file name, such as something you think would make an appropriate caption, for example what the image is of, where it was taken and your name.

Please do not send us images that you do not have permission to use. We would love to see images that you have taken that you think would nicely accompany your article, although we cannot guarantee that they will be featured. Images sent should be good quality and of a high resolution, for example for the blog they need to be at least 800px wide and 72dpi.

### **Title**

We are happy for contributors to write their own title, so please send us your submission complete with one, although we may alter it.

### **Bio**

Please email us a short 30 word bio (written in third person) along with a picture of yourself to go in the contributor section of the magazine. We can also include a Twitter and website/blog link if you have one. We may be able to feature other links, such as Instagram accounts, if you do not have either of the previous. Please attach the image of yourself separately to the email, not embedded in a document, and save it named with your first and surname (as you wish it to appear in the magazine). If you do not want to provide us with any of this information then you can just let us know.

### **Consent form**

If you are under the age of 18 you will have to fill in a consent form, just ask us and we can send you one.

### **Species names**

Please do not use capital letters for 'common' species names unless it is grammatically correct to do so, for example if they are named after a place or person, such as Canada

goose. Species Latin names however should be written with a capital letter, then a lower case, for example *Quercus robur*. Latin names should also be written in italic font.

### **Capital letters**

Use capital letters where appropriate, such as for the names of people, companies and organisations. Also use them for specific designations, such as Site of Special Scientific Interest (SSSI). When referring to designations please also write the full name, followed by the abbreviation – you can then refer to the acronym after that. Please also avoid using capital letters for compass points, except if they are used in a title or name. For example North Wales, but northern England.

### **Numbers**

Write the numbers one to ten in letters, and numbers higher than that in figures.

### **Proofread and spellcheck**

Please read through your article before submitting it to us, and make sure to spellcheck. You can even give it to a relative or friend to read through – sometimes the greatest editor is just someone who has never read your article before.

### **Thank you**

We really appreciate you reading our guidelines. As editors we love receiving and reading your articles, but just doing these simple things means we can put the magazine together a lot quicker and get it ready to be sent out to you!

If you have any questions we are a friendly team and would be happy to help out. Please email enquiries to [editorial.newnature@gmail.com](mailto:editorial.newnature@gmail.com)

Anyone aged 30 or under is welcome to write for our magazine. Information on how to send an article proposal to us can be found on our website [www.newnature.co.uk](http://www.newnature.co.uk)