

## Writers' guidelines (updated August 2014)

### Tips on how to become a Griffith REVIEW writer

#### You Must:

- Read previous editions to get a feel for the types of articles, essays and stories we publish. Browse the website and get a feel for the debate and discussion that develops around each issue
- Submit according to a theme. Future themes can be found at [https://griffithreview.com/about/contact-griffith-review/#future\\_editions](https://griffithreview.com/about/contact-griffith-review/#future_editions)  
Each Griffith REVIEW edition has a theme and we expect all contributors to write to the themes. Consequently, general submissions (even fiction and poetry) have a very low likelihood of success
- Avoid technical, academic and professional jargon; the aim is to engage the widest possible audience. Do provide original research or reporting to support your ideas.
- Please name your submission document with your surname first, then edition and genre, eg townsend38fiction.doc

#### You Should:

- Subscribe to our e-newsletter (simply enter your email address at the bottom of our website). The e-newsletter will keep you up-to-date with future editions, themes and submission dates. You can also follow us on Facebook and Twitter (@GriffithREVIEW).
- Submit according our format guidelines:
  - Editable word documents
  - Use 12pt Times New Roman font, 1.5 space
  - Margins no less than 2.5cm top and bottom and 3.25cm left and right
  - On the first page please include your name (Last Name, First Name), title of the piece, genre (Fiction, Essay, Memoir, Reportage, Poetry) and word count. Title pages are not necessary

- Include a short (50-100 word) biographical note at the end of your submission

### **Expectations:**

- Most pieces range between 2,500 and 5,000 words with some exceptions. The important thing to consider is that the substance justifies the length – don't pad, but don't worry if it seems you need more words.
- Griffith REVIEW does not include footnotes in the book, only on the website. Authors are encouraged to identify sources within the body of the text. Please include a paragraph of notes on sources or references at the end.
- If we accept your work for publication we will acquire the rights to it for three months. After three months the work will appear on our online archives. The copyright is yours, although any subsequent publication must acknowledge first publication in Griffith REVIEW.
- A contract will be issued on acceptance and payment will be made by direct credit within 21 days of return of contract and submission of an invoice.
- We have a limited contributor budget; rates will be negotiated directly with the author upon acceptance.

### **We cannot:**

- Due to the increasing volume of submissions, we cannot consider more than one submission per edition and we **do not** keep submissions on file for future consideration.
- We cannot consider previously published work or simultaneous submissions unless prior arrangement has been made. Please note this is only considered in exceptional circumstances.

Please send material directly to: [griffithreview@griffith.edu.au](mailto:griffithreview@griffith.edu.au)

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