

SUBMISSION GUIDELINES TO *THE PLENARY*

Please read the following submission guidelines carefully before submitting your work to [The Plenary](#). If you have any additional questions, contact Hayley at hhumiston@plen.org.

EDITORIAL NOTES

All articles submitted to [The Plenary](#) are subjected to editing by the PLEN editorial staff. Remember that [The Plenary](#) is a representation of PLEN, a nonpartisan organization. We will not post any articles that support or reject one party, candidate, or political organization over another. You can use subheadings and formatting to emphasize your main points. You can add links to other websites or articles within your posts. In addition to sending us your social media contact information, you may also link to your social media accounts in your author bio. If you would like to add photos to your article, format the photos in your word document and also attach photos as a .jpg or .png in your submission.

LENGTH

The ideal length for an article for [The Plenary](#) is 1,000-2,000 words, but we will accept submissions of 500 words to 3,000 words. The title of your article should be 8-12 words long.

FORMAT

We will only accept submissions through email to Hayley at hhumiston@plen.org. Please attach your submission as a Microsoft Word document or Google Doc. Please do **not** send us a PDF attachment.

MULTIPLE SUBMISSIONS

You may submit more than one **different** article, as many times as you'd like. Each article must be submitted separately with all of the necessary attachments, including the author biography. If you submitted an article, we may send it back to you to edit or reject it on the basis of quality, topic, or appropriateness. If we send an article back to you for **you** to edit, you are welcome to resubmit once the proper changes are made. If we do not explicitly state that you may edit and resubmit a rejected submission, please **do not** resubmit.

We will consider regular contributors on a case-by-case basis. If you're interested in becoming a regular contributor (submitting articles weekly, biweekly, or monthly) contact Hayley at hhumiston@plen.org.

SIMULTANEOUS SUBMISSIONS

You may submit work that has been published elsewhere (on your own personal blog, etc) as long as the content is 100% yours.

RESPONSE TIME

We will respond to all submissions within **21 days** of our receipt of the work. If accepted, we will contact you **7 days** prior to your publication on *The Plenary*.

COMPENSATION

At this time, we are unable to provide compensation to writers who contribute to [The Plenary](#).

WHAT TO SEND US

1. In the body of the email:
 - a. A brief **author biography** with (1) your name, (2) the PLEN seminar you attended (or spoke at), (3) your university, (4) your year of graduation or anticipated graduation, and (5) any links to your social media accounts you'd like to share (Facebook, Twitter, Instagram, LinkedIn, Medium.)
 - b. Contact information: (1) your email (preferably not your school email) and (2) phone number (this information is for our record only and will not be published.)
2. Attached to the email (please **do not** send any PDFs):
 - a. Your article fully formatted in Microsoft Word or Google Docs, with photos and article title included.
 - b. If there are any photos included in the Word/Google version of your article please also attach them to your emailed submission as separate .jpg or .png file(s).
 - c. A headshot or photo of you at a PLEN event (Format: .jpg or .png)

WHERE TO SUBMIT

Submissions should be emailed to Hayley at hhumiston@plen.org.