## Connecticut Lawyer Magazine Article Submission Checklist



- □ Review the <u>editorial guidelines</u> (if applicable). Keep in mind the following questions prior to submission:
  - □ Does the content of the article directly affect the practice of law in Connecticut?
  - □ Will the information in the article help CBA members in their daily business activities?
  - $\Box$  Is the topic timely?
  - □ Is there broad interest among Connecticut lawyers in the topic addressed in the article?
  - $\Box$  Is the content of the article presented in a balanced manner rather than presenting one side of an issue?
  - □ Does the article contain information not already covered in another publication?
- □ Submit your article to <u>editor@ctbar.org</u> for consideration, along with the following:
  - □ Biography (1-2 sentences; include your firm name and location, practice area(s), and any CBA section or committee involvement, etc.)
  - $\Box$  Article topic (include the area(s) of practice this article covers)
  - □ Word count (include the count for any endnotes)
  - $\Box$  Article summary (1 sentence about the article)
  - □ Submit a high resolution headshot (300 dpi)