

A Guide for Contributors to PsittaScene

PsittaScene, published quarterly by the World Parrot Trust, was launched in 1989 to inform our members of the projects WPT is involved with and other parrot related conservation/research/news/welfare activities around the world. Over the years it has become a well respected and informative magazine. Shared results and co-operation are essential for parrot conservation and welfare. The magazine includes articles about conservation work and research around the world along with features of interest to companion parrot owners. We also include news of parrot-related events, publications and current events.

SUBMISSION OF ARTICLES

We prefer articles be original or adapted specifically for *PsittaScene*. Please inform us of any similar content published or submitted for publication elsewhere. Articles accepted for *PsittaScene* become the property of the World Parrot Trust, including copyright of the text and all illustrations except photographs. Articles should be submitted in English. Articles may be revised editorially.

- Articles and attachments should be submitted electronically to joanna@worldparrottrust.org or by post (on a CD) to Karen at World Parrot Trust, Glanmor House, Hayle, Cornwall, TR27 4HB UK.
- Keep format simple – single spaced, left justified, no special formatting (bolds, italics, caps) or spacing.
- Include a short title that we may use as a guide.
- Include all authors and contributors, and any affiliated institution for each.
- Sub headings can be useful in the body of the text.
- While we may request occasional citations, in general references need not be cited unless quoting directly from another source.
- Include the scientific name the first time a species of plant or animal is mentioned in the text.
- State distances and measurements using English and Metric.

PHOTOGRAPHS

We require high quality colour JPEG files that are at least 300 dpi at 5"x 7". Since the files are large (1.5 - 2 meg each) please send over several emails – with 2-3 images per message or post them to WPT UK address on a CD. Send more than you think we'll need!

Please include:

- 1) The photographer's name
- 2) A description of the scene

LENGTH

As a guideline: 1 page equals approximately 500 words but varies depending on overall article length, subject and photos. We will work with you on a specific page length and/or word count for your article.

AUDIENCE

PsittaScene is circulated to all members of the World Parrot Trust, Libraries, Embassies and Zoos. Each issue is translated into a number of different languages to serve our members throughout the world.

Articles should be written in a casual conversational tone. We encourage you to become familiar with our format by viewing back issues of *PsittaScene* online (www.parrots.org) or by request.

DEADLINES

PsittaScene is published quarterly in February, May, August and November. Submissions are taken at any time and accepted and incorporated at our discretion.

In general the submission deadline is 6 weeks prior to the 1st of the month of publication (Feb: mid-Dec, May: mid-March, August: mid-June, Nov: mid-Sept).

EDITING AND REVIEW

Articles may be edited for content and tone. We will work with you directly if major revisions are necessary.

Towards the end of the production phase you will receive a PDF of your article as it will appear in the magazine. We ask that you review this version and return comments within about 1 week. Once changes have been made we ask that you sign-off on the final PDF indicating that you are happy with the article to be printed.

After the issue is printed you will receive a few extra copies with our thanks. Please ensure that we have a postal address and any specific requests for additional copies. You may also receive a final PDF version of your article electronically upon request.

BEAR IN MIND

On rare occasions information or news becomes available as we're finishing up an issue which requires us to modify the content and format. If circumstances cause us to postpone your article we will let you know immediately and work it into an upcoming issue as appropriate.

PSITTA SCENE ONLINE

PsittaScene will be available for members on our website www.parrots.org immediately after publication and for public access approximately 6 months thereafter.