

## Submission DEADLINES\*

- ✓ **DECEMBER 15** for **MARCH** PRINT
- ✓ **MARCH 15** for **JUNE** PRINT
- ✓ **JUNE 15** for **SEPTEMBER** PRINT
- ✓ **SEPTEMBER 15** for **DECEMBER** PRINT

\*Articles not received in correct format (see below) by the deadline dates will NOT be printed in that issue. **NO EXCEPTIONS!**

## DO's AND DON'Ts

- ✓ **FORMAT:** APA; References required
- ✓ **FILE:** Microsoft Word document
- ✓ **FONT:** Times New Roman, size 12, single spaced
- ✓ **WORD LIMIT:** 500 words maximum
- ✓ **IMAGES:** JPEG format
- ✓ **ATTACH:** Word Doc and Images in one email
- ✓ **DISCLOSE:** ANY use of AI for written article

**EX:** During the preparation of this work, the authors used generative AI to enhance clarity and structure of the article. After using this tool, the authors reviewed and edited the content as needed and take full responsibility for the content of the publication.

- ✗ Insert/type the article in body of email
- ✗ Insert/embed images in body of email

NJSNA/IFN's quarterly journal is both mailed\* & emailed.

\*Limited articles are published in the printed journal, but all accepted articles are published in the online journal.

**Jennifer Chanti**

Managing Editor,

Executive Assistant to

Judith Schmidt, CEO NJSNA/IFN



[www.NJSNA.org](http://www.NJSNA.org)



1-609-883-5335 x 111



[jennifer@njsna.org](mailto:jennifer@njsna.org)