

Submission Guidelines

Thank you so much for wanting to submit a piece for UCSA's UC-wide newspaper. We're so excited to read what you have to say, but before you get started, here's what you need to know:

Purpose of the newspaper

This project was birthed out of member associations asking for a space of consolidated stories about the different experiences from across the various campuses in the University of California. This is not to undermine the validity and importance of campus newspapers, but rather is a collective voice of the quarter of a million UC students residing in our system. When we stand together with our unique experiences and testimonies, we stand strong.

Before You Submit

Please include a short bio including the following information (but don't be afraid to get creative with it):

- a) Name
- b) Major
- c) Campus
- d) Fun fact about yourself
- e) Social media link (option)

Sample bio: Julia Darling is a first-year Public Policy major at UC Riverside. Her goal is simple: to put the 'lit' back in politics. Follow her Twitter ramblings at @msjuliadarling.

Please also include a photo of yourself for our contributor page. We like to keep it professional, so ideally a photo you would use for LinkedIn would work great.

We'll be making edits and providing feedback on your article, and the easiest way to do so is through Google Docs. Please send your bio, headshot, and Google Doc link (with editing privileges) to commdirector@ucsa.org.

General Format Guidelines

Articles tend to be around the 400-750 word range. Anything longer can be difficult to retain readers, and anything less can be seen as choppy and

incomplete. They aren't hard numbers, however, so if you need to go over or under the range, that's okay.

Don't stress about font size or font. We'll be changing it as the magazine is formatted for design purposes.

We want this to be your space. You can write opinion pieces (just back up your claims with cited sources!) or you could write data-driven articles. It's up to you!

College is full of acronyms (UCSA, UC, etc) but please be mindful in explaining the acronym first, and then use it shorthand for other references throughout the article.

If you submit a picture, please send it as a separate attachment. If it is not your original photo, please let us know where you got the photo from.

UC-wide issues are often personal and can hit a common chord with many people. If you feel like your content may be triggering to audiences, please note a trigger warning in the beginning of your article.

While bias is inevitable, it is important to acknowledge it when applicable.

Interviewing

If you are trying to get an interview for your story, please introduce yourself as a representative of the UCSA newspaper. Please let us know if there is a specific person you are trying to reach, as it may be someone we can arrange without you having to go through the hassle.

If you interview someone for your story, please be sure to get the following information for your piece:

- a. Name
- b. Gender pronouns
- c. Major
- d. Campus
- e. Year (if relevant)