VIEWS
SUBMISSION GUIDELINES
Visual Materials Section, Society of American Archivists

Deadlines
Views is published semiannually, in May and November.
Submissions are accepted year round and will be considered for publication in the next available issue.

Contents
Views offers a variety of writing opportunities (length requirements can be waived in consultation with the editor):

- **Feature Articles** are examinations of current topics and trends or how-to advice on visual materials care. Reprints of conference papers or edited research papers considered. (1,200–1,800 words)

- ***Pixels*** **pieces** are short commentaries or reflections describing personal experiences or accomplishments such as awards, projects, collections, or collection highlights. They are also op eds, original fiction, cartoons, etc. about issues or practices of concern. (250–500 words)

- **Book Reviews** are evaluations of publications (books, e-books, book chapters) of interest to VMS readers. (400–700 words)

- ***Time-Lapse*** **event reviews** are critiques of exhibits, conferences, workshops, symposia, or other like events. (500–1,000 words)

- ***Life in the Shop*** **photo essays** are image-driven personal perspectives on working with visual materials and a great way to publicize your collections. (300–500 words, 8 images min.)

- **Viewpoint** includes letters to the editor on recent content, developments in the Section, or relevant professional topics (edited for length).

Contacts
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Book Reviews: Karolina Lewandowska, Karolina.Lewandowska@navy.mil
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Pixels: Nicole Davis, Nicole.Davis@austintexas.gov
Feature Articles: OPEN
Letters to the editor and all general inquiries: Deborah Rice, drice@wayne.edu

Requirements
Images/illustrations are highly encouraged. **Images** should be 300 dpi, 8x10" JPEGs. Include caption and credit line.

All text should be submitted in a **Microsoft Word** document using 12 pt. Times Roman, single-spaced. Use block style for paragraphs, single spaces between sentences, and en (–) or em (—) dashes. Italicize publication titles, and use parentheses within text for citations (or hyperlinks to sources online).

Include **Attribution Information,** as it should appear in *Views*: name, title, and institution.

Revised May 2017