



Oregon Teachers of English to Speakers of Other Languages

The ORTESOL Online Blog Submission Guidelines

Mission: ORTESOL is a not-for-profit organization whose purpose is to promote scholarship, disseminate information, strengthen instruction and research at all levels in the teaching of English to speakers of other languages, and to cooperate in appropriate ways with other groups having similar concerns.

ORTESOL would like to invite you to publish your ideas in our monthly blog. Possible blog topics include but are not limited to student stories, educational/cultural events, teaching tips, technology corner, language spotlight, ESL resource review, and stories from the ESOL field. Be creative and tell your story!

Following these guidelines will ensure that the editors can view your submission and publish it without any technical issues.

Submissions should:

- follow the *Publication Manual of the American Psychological Association (6th Ed.)* and use appropriate citations if the article includes reference to outside sources.
- be copy ready (with proper grammar, spelling, etc.).
- have a 10-12 word title in ALL CAPS.
- have a byline: author's name, affiliation, city, country.
- have a 50-word teaser (subheadline or pull quote).
- have a 2- to 3-sentence bio at the end for each author.
- be no longer than 750 words.
- contain no more than five citations.
- be formatted in Microsoft Word (.doc or .docx) or Notepad (.txt or .rtf)
- not have photos or other graphics embedded in the Word file (see Pictures below). Photos and other graphics should be submitted in the same email message as the text.
- follow copyright rules for photos, content and materials.

Pictures:

- Please include photo captions and, if you have them, photographer credits. Please include the names of each person appearing in the photo whenever possible.
- Please submit a headshot of yourself (alone). Your photo must be:
 - a head and shoulder shot
 - a JPG file
 - width = 120px height = 160px
- All photos must be
 - clear, clean, professional, appropriate to the article
 - attached as a separate file in the same email as your article
 - File format: GIF, PNG, JPG, JPEG
 - Maximum file size: 1MB
 - Quality: Low Resolution (Web quality) 200 dpi

**The editors reserve the right to refuse submissions based on the relevance to the mission of the organization, return article the author for resubmission or edit submissions for style and clarity.*

****ORTESOL also has a peer-reviewed journal, check out <https://ortesol.wildapricot.org/Publications>**