Jaguar Journal Submission Guidelines

Following these guidelines ensures efficient submission processing and supports our publication's quality standards. This is the only known Jaguar car club magazine with a proprietary style guide to ensure cohesiveness and consistency.

General Content Guidelines

Target Audience

- JCNA members and our advertisers
- Readers located primarily across USA, Canada, Mexico, and the UK
- Diverse interests in all aspects of Jaguar ownership and club life

Good Topics

1. JCNA club events and activities
2. Club charity, philanthropy, volunteerism, and community service
3. Jaguar racing coverage
4. Jaguar electric car news and reviews
5. Jaguar vehicle test drives and reviews
6. Modified and custom Jaguars
7. JCNA club-attended car shows, concours, rallies, and slaloms (independently or in conjunction with non-JCNA clubs/events)
8. Jaguar product buyer's guides/reviews
9. Jaguar vehicle-compatible gear and accessories
10. Fashion, art, music, original cartoons related to concours, clubs, lifestyle, etc.
11. Technical articles (subject to a special review process for liability reasons)

Writing and Authorship Requirements

- Submit your best final versions unless previously arranged with staff. Multiple drafts and updates are too burdensome and create more error likelihood.
- Text must be original, human-written content (not AI)
- Content should not be published elsewhere.
- Previously published in a JCNA club newsletter/blog/social media post? Let us know and provide the link so we can disclose this and give a note of thanks to your club.
- Have a trusted friend review before submitting for errors
- For collaborative pieces:
    - One editor should compile and refine the final submission
    - Additional contributors can be acknowledged in the intro or closing

Editorial Policies

- *All submissions are subject to editing by Journal staff for quality, grammar, fact-checking, appropriateness, inclusive language, etc.*
- We strive to preserve the author's voice and tone, including British English spellings for Canadians, AUS, UK writers.
- Requests for content not to be edited cannot be accommodated. It's literally the job here.
- Standard edits include:
    - Paragraph breaks
    - Grammar corrections
    - Style guide compliance (Jaguar Journal and AP style guides)
    - Content appropriateness
    - Format and grammar consistency
    - Models: X-Type (not Xtype)

Editorial Support Notes

- Light ghostwriting is available on a case-by-case basis and well in advance
- Extensive editing may delay publication and affect byline credit
- Authors responsible for basic editing and consolidation
- Contact the editor in advance if special assistance is needed or on developing a work in progress.

Article Submission Requirements

Content Specifications

- Standard page length: 600 words + two quality photos
- Submit text in either Microsoft Word (.doc/.docx) or Pages format
- Text should be free of any special formatting or boxes
- Include a brief article summary/abstract
- Article, photos should answer basic questions: Who, what, when, where, why, and how.

Required Information

- Author's name
- Contact information (email, phone number)
- Brief author bio (1-2 sentences, focused on expertise or interest in topic; not a job resume or life story)
- Article title, and deck appreciated

Image Requirements

Technical Specifications

- Submit 2-3 photos per article page
- File formats: TIFF, JPEG, AI
- Minimum file size: 1 MB. Even cell phone cameras are way over this size if you select the correct setting in your camera app and your email for sending them.
- Resolution: 300 DPI (or higher)
- No photos shared/grabbed/saved directly from social media or a Word file. These images are compressed to a low resolution and are not good for resizing, editing, and print media.
- Okay, to upload images to Dropbox, Adobe Cloud, iCloud, Google Drive, your personal image or web hosting site, etc. Be sure to send the link (and password if required to access) and enable downloading/sharing.
- Obtain the photographer's permission and disclose your reason for use (inclusion in *Jaguar Journal*) to them. Contact the owner of the images or us for a standard form you can have signed and email to us for filing. **Jaguar Journal* has a legal contract with JLR that allows us to use their images and press releases with proper credit, so just let us know if JLR was your source.

Documentation

- Creator/photographer/owner credit for images
- Captions (4-10 words) describing who/what/when/where
- Documented approval for image reproduction
- Location information
- Date (to the best of your knowledge) photo was taken

Contact Information

Nicole Smart, JaguarJournal@iCloud.com. This page may be updated or changed as needed to meet the needs of the staff/publication.