Connecticut Lawyer Magazine
Article Submission Checklist

Date: June 26, 2018

☐ Review the editorial guidelines (if applicable). Keep in mind the following questions prior to submission:

☐ Does the content of the article directly affect the practice of law in Connecticut?

☐ Will the information in the article help CBA members in their daily business activities?

☐ Is the topic timely?

☐ Is there broad interest among Connecticut lawyers in the topic addressed in the article?

☐ Is the content of the article presented in a balanced manner rather than presenting one side of an issue?

☐ Does the article contain information not already covered in another publication?

☐ Submit your article to editor@ctbar.org for consideration

☐ Submit your author submission form along with your article, including:

☐ Name

☐ Contact information

☐ Biography (include your firm, location, practice area(s), and any CBA section or committee involvement)

☐ Article topic (include the area(s) of practice this article covers)

☐ Word count (include the count for any endnotes)

☐ Article summary (1-2 sentences about the article)

☐ Submit a high resolution headshot (300 dpi)

☐ Submit any potential additional content that can be added to the digital edition

☐ Review any edits, comments, and/or suggested changes submitted back to you, if applicable; approve and/or respond via track changes.