

Guidelines for Contributing to THE TOASTMASTER magazine

We're very pleased by your interest in writing for *The Toastmaster* magazine. Because of our limited budget, we are unable to pay for articles. But for Toastmasters members who are eager to see their name in print, share their experiences and give something back to the organization, here are some guidelines for getting published. We accept articles for the following sections of the magazine:

Feature articles:

These articles should be 600 to 2,200 words long and cover topics of interest to the individual Toastmaster, such as language usage, leadership, humor, speaking techniques and self-improvement. They should include many examples and anecdotes to support points, be written in a lively, fluid style, and be concise and to the point.

We prioritize educational "how-to" articles that contain concrete examples of specific principles that members worldwide can apply in their self-improvement, club-programming or promotional efforts. We do not publish poems or speeches.

Idea Corner:

The Idea Corner gives Toastmasters the opportunity to share with other members creative programs or procedures that have benefitted their club in areas such as programming and membership growth.

My Turn:

This page is the magazine's forum for personal accounts and opinions. It is an op-ed page serving as an extension of the Letters to the Editor section.

Update:

This section highlights outstanding or unusual accomplishments by individual Toastmasters, clubs, areas and districts around the world. Because of limited space, personal "testimonials," profiles of individual Toastmasters or articles covering club anniversaries and officer installations generally will not be published.

Toastmasters International reports on the status of articles within two months of their arrival. It's a good idea to call or send a query letter before submitting an article. Toastmasters International usually acquires all article serial rights. First and one-time rights are available upon request. All accepted articles are subject to editing and are not guaranteed publication.

To speed up publication of your article, send it on a 3½" disk formatted for either IBM versions of WordPerfect or Microsoft Word for Macintosh. If you do not have access to the above programs, send your article in another format and we will try to convert it. Please include a typed, double-spaced manuscript along with your disk and indicate the article's word count.

Send queries, manuscripts and disks to:

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Please note: We prefer not to receive unsolicited article submissions via e-mail.