

### **Contributor Policy**

Thank you for agreeing to share your knowledge and experience with Epilawg. Below is our contributor policy. If you have any questions, please contact us at info@epilawg.com

### Disclaimers

Epilawg LLC ("Epilawg") is not responsible for the accuracy of any contributor's content. Each contributor must proof their article for typing errors and check statements for accuracy before submission. Epilawg has a general disclaimer on each page informing the reader that the information provided is not legal advice. You can provide your own disclaimer within your article if you wish.

# **Advertising**

Our goal is to make Epilawg a resource for our readers, not an advertisement for any particular professional or service. Therefore, we do not allow any reference that may be perceived to be an advertisement for you or your services (i.e., discounts on services) and we reserve the right to remove these references

That said, we do want contributors to benefit from their contributions to Epilawg. Therefore, do provide a short bio (3 to 4 sentences) about yourself and your practice, along with a link to your website and email address.

## **Submitting posts**

First time contributors will email a word version of their article to <a href="editor@epilawg.com">editor@epilawg.com</a>. Please use 12-point regular font with bold headings, if applicable. For wordpress formatting, please use only one space between sentences.

Regular contributors will be given "author" access to the wordpress site. For information regarding the mechanics of submitting articles via wordpress, see: <a href="http://codex.wordpress.org/Writing">Writing Posts</a>).

### General Tips for Writing Blog Posts

We have learned that having a general format for blog posts helps contributors with the drafting and submission process. Here are a few tips:

- 1. Clearly state your introduction within the first three sentences so that the reader knows what your article is about.
- 2. Put the majority of your information at the beginning. Modern day Internet readers tend to read only a portion of each article so be swift when making your point. Also, a majority of individuals scan articles in the shape of an "F." For more information, read



Karin Conroy's article on <u>eye tracking</u> (<u>http://lawyerist.com/email-newsletters-and-eye-tracking/</u>).

- 3. Headings are especially useful for keeping the reader's attention. If you use section headings, please put them in a bold font.
- 4. Pictures, pictures! You can find an assortment on flickr.com, istockphoto.com, and ghettyimages.com. When you submit your article, please include an image along with the photographer's name and a link to the image source. If you purchased your picture on istockphoto, you do not need a link.
- 5. Edit your article before submitting. If possible, have someone review your article to ensure that your message is clear.

### **Epilawg Editors**

Epilawg may reject any articles for submission. Epilawg editors may return the article to you with suggestions for changes. Epilawg editors reserve the right to make minor grammatical changes to your article or change the image that accompanies your article.

### Additional Items

Please provide a photo of yourself and short bio that we may include with your post.

Thank you for contributing to Epilawg!!!!