

## **Specifications and guidelines for Passage Articles**

Bear in mind that a single page article should be about 600 words (and three photos). For two-page articles, the word count is 1,200, plus up to six photos. Please include a title (and a sub-title if needed), the author's name, a 25-word bio and also captions for the photos, saved in a Word document.

Photos must be a 300dpi, 1MB (minimum) jpeg file and should include the caption explaining what/who the image is about and provide other pertinent information such as a description.

To avoid copyright infringements, please also provide information regarding the source of the image and credit to the supplier of the image. Make sure you have permission to use the image.

Submission deadline is six weeks prior to publication.

If you have any questions, please contact the Passage editor.