

International Association for Identification's IDentification News



Publication Guidelines

Written Submission:

Identification News is an official publication of the IAI and is devoted to the publication of the IAI's information and operational aspects. Although a routine forum for the nominated and appointed leadership of the IAI, *Identification News* is also receptive to publishing commentary from within its general membership. Matters of interest within represented forensic identification disciplines may also be published within *Identification News*. Original *technical* articles should be submitted to the editor of the *Journal of Forensic Identification*. However, *technical* articles previously published within an IAI Divisional publication can be submitted to *Identification News* for subsequent publication.

All submissions should be electronically submitted to Jon Stimac, the *Identification News* editor, at identnews@gmail.com.

Original Material

Identification News publishes original material. Original material is defined as that which has not been previously published nor is under consideration for publication. A submission for publication assigns exclusive publication rights to *Identification News* and the IAI unless such rights are forfeited in writing. *Identification News* is liberal in allowing the noncommercial reprinting of articles from *Identification News*, especially to the IAI divisions. However, if an article is first published elsewhere (the exception is an IAI Divisional newsletter), or is under consideration elsewhere, it will not be considered for publication in *Identification News*.

Technical Considerations and Requirements

As a reference, when using the Microsoft *Word* format, each full-page of printed text within *Identification News* is approximately 520 words. This may help the author in determining the size of their submitted article. Typically, there are no minimum or maximum restrictions on word-count; however, the following technical requirements should be followed:

- Submitted articles should be in Word (DOC) format.
- Calibri font (size 10) should be used throughout the submission.

- Articles submitted to *Identification News* require the authors photograph (see Authors Photograph below for specific technical requirements).
- Supplemental photographs, images, charts or graphs are encouraged, but should be relevant to the content of the submitted article. Such items need to adhere to specific technical requirement discussed elsewhere in this guideline.

Photographs, Artwork and Charts

Authors Photograph

Articles submitted to *Identification News* require the authors photograph. This image accompanies the author's article within *Identification News* and shall meet the following technical requirements (failure to adhere to any one of these requirements may negate the printed publication of a submitted article):

- TIFF or JPEG format
- 300 ppi minimum
- Color is preferred
- Business attire (Male: collared shirt with tie; Woman: business attire)
- Background should be uncluttered and neutral (white, light blue, etc.).
- "Selfie" photographs will not be accepted.
- Photos of the author in uniform are not encouraged.

Please avoid submitting images captured by low resolution camera phones. If images from camera phones are to be submitted, they must be of high-resolution, captured under appropriate lighting and preserved in either JPEG or PNG format.

Supplemental Photography

Photographs and images that supplement your article are encouraged. However, all submitted photographs should either be original or accompanied by a citation. A list of reprint permissions must be included at the end of the

article. Written permission for all cited artwork is required.

Photographs and images should be submitted electronically and be either monochrome or color. Unless monochrome is selected for specific purposes (e.g., filtering techniques), the use of color is encouraged. Although not all color images will be printed in color, electronic copies of *Identification News* do include images in its submitted mode. Photographs and images should use the figure number as a file name, while also including a descriptive reference or brief written narration in TXT or DOC format.

All photographs that are imported into the word processing document should also be submitted to the editor as individual files (use the figure number as a file name).

Supplemental photographs shall adhere to the following technical requirements:

- TIFF, JPEG or PNG formats
- 300 ppi minimum

Please avoid submitting images captured by low resolution camera phones. If images from camera phones are to be submitted, they must be of high-resolution, captured under appropriate lighting and preserved in either JPEG or PNG format.

Graphs, Charts and Line images

Graphs or charts that supplement your article are also encouraged. All such images should be 300 ppi (minimum) when scaled to the maximum column width (approximately 4" equals a 1200 pixel width). Color images and artwork are encouraged. However, graphs and charts should be designed for both color and monochrome printing. All line art should be created to the final scale, with lines that are a minimum of 1 point in thickness. Chemical structures should be created and submitted as image files. Tables that have been created in the word processing program are acceptable and need not be submitted as separate artwork.

Line art and graphs should be submitted as digitally created artwork. This provides the most flexibility in formatting and the highest quality published paper. If the author lacks the resources to create necessary line art or graphs, he or she should submit clearly drawn figures using black ink on a white paper.

All graphs and charts that are imported into the word processing document should also be submitted to the editor as individual files (use the figure number as a file name).

Publication Schedule

<u>Issue / Month</u>	<u>Submission Due Date</u>
Issue 1 (Jan/Feb/Mar)	December 1
Issue 2 (Apr/May/Jun)	March 1
Issue 3 (Jul/Aug/Sept)	June 1
Issue 4 (Oct/Nov/Dec)	September 1

International Association for Identification

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Editorial Review

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Janae Smith, OR; Nikki Wagar, OR

Identification News is an official publication of the International Association for Identification and is devoted to the publication of its information and operational aspects. Matters of interest within represented forensic identification disciplines and other forensic disciplines, as well as Letters to the Editor, may be published.

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Identification News is published quarterly and is an official publication of the International Association for Identification, with offices at 2131 Hollywood Blvd. Suite 403, Hollywood, FL 33020. Periodical postage paid at Hollywood, FL 33020, and at additional mailing offices. Annual subscription, which includes the *Journal of Forensic Identification*: U.S. member, \$80.00; non-U.S. member, \$70.00; U.S. student member, \$45.00; non-U.S. student member, \$40.00.

POSTMASTER: Send change of address to: Identification News, 2131 Hollywood Blvd. Suite 403, Hollywood, FL 33020.