
T I M E L I N E

Information for Contributors



TIMELINE is an illustrated magazine published quarterly by the Ohio Historical Society. TIMELINE's editorial content embraces the fields of history, prehistory, and the natural sciences and is directed toward readers located in the Midwest. The magazine features lively, authoritative, and well-illustrated articles, photo essays, occasional reviews, and special departments.

Since its inception in 1984, TIMELINE has received numerous local, state, and national awards. Among them are the Ohioana Award for Editorial Excellence, Publishing and Printing Executive Gold Ink Awards, Printing Industries of America Awards of Merit, Ohio Museums Association Award of Excellence, American Association for State and Local History Award of Merit, American Museums Association Award of Merit, and the Society of Professional Journalists Best Quarterly.

TIMELINE is a benefit of Ohio Historical Society membership. It can also be found in public and institutional libraries throughout Ohio and beyond. Single copies may be obtained from the Ohio Historical Society or from selected retail outlets.

Additional information, including a comprehensive index, is available at <http://www.ohiohistory.org/resource/publicat/timeline/index.html>.

Manuscripts

The editors are accepting manuscripts of 1,500 to 6,000 words related to the history, prehistory, and natural history of Ohio and to the broader cultural and natural environments of which Ohio is a part. Articles with a significant regional or national focus also will be considered. Suitable topics include the traditional fields of political, economic, military, and social history; biography; the history of science and technology; archaeology and anthropology; architecture; the fine and decorative arts; and the natural sciences including botany, geology, zoology, ecology, and paleontology.

In addition to full-length feature articles, shorter, more sharply focused vignettes of 500 to 1,000 words will be considered.

Both feature-length manuscripts and short submissions should be susceptible to high-quality black-and-white or color illustration and will be evaluated, in part, on that basis. Authors are encouraged to include photographic prints, transparencies, or photocopies concurrently with submission of manuscripts and will be expected to supply the editors with suggestions for supplementary illustration.

Unless otherwise specified, the publishers will purchase one-time North American serial rights to both manuscripts and illustrations. Manuscript fees are negotiable and will be paid upon acceptance. Photographs and transparencies will be purchased separately. The editors reserve the right to edit all accepted manuscripts to conform to the style and usages of TIMELINE.

Manuscript Guidelines

- Articles are intended for the lay person, not the specialist.
- Writing style should be simple and direct. Vary the arrangements of sentence elements, paragraph length, and sentence length. Avoid one-sentence paragraphs.
- Avoid jargon and non-standard English. Limit use of technical terms to those necessary for clarity and accuracy.
- Although formal documentation will not be reproduced, manuscripts should be accompanied by a list of sources and suggestions for further reading. Limit internal documentation.
- Authors are expected to provide suggestions for illustrations.
- Avoid first-person narratives except in special cases where the first-person point-of-view is an essential element of the manuscript.
- Avoid extended direct quotations and parenthetical materials. TIMELINE does not accept fiction, fictionalizations, or poetry.
- Where questions of style or usage arise, refer to *The Chicago Manual of Style*.
- Manuscripts should be 1,500 to 6,000 words in length. Longer manuscripts will be considered if suitable for serialization.
- If unsure of a manuscript's suitability, authors are encouraged to submit outlines in advance.
- Manuscripts will be returned if accompanied by a stamped, self-addressed envelope.
- If your manuscript is prepared on a computer, please indicate this in your submission letter.

Illustrations

TIMELINE features photo essays related to the subject areas described. In addition, some free-lance photographic contracts for article illustration may be offered from time to time. Photographers and illustrators are encouraged to submit portfolios to the editors for consideration. Proposals for photo essays should be submitted in advance. Appropriate model releases are required.

Photographs and illustrations will be returned if accompanied by a stamped, self-addressed envelope.

Correspondence

Please address all correspondence to:

TIMELINE
1982 Velma Avenue
Columbus, Ohio 43211-2497

614-297-2360 (voice)
614-297-2367 (fax)

timeline@ohiohistory.org

