WiNNING
the business

ARTICLE SUBMISSION GUIDELINES

SUBMISSION SPECIFICATIONS

- **Word count**: 900 - 1,100 words
- **Style guide**: Associated Press (AP)
- **Author information**: Authors should submit a bio (50 words max) including any credentials, job title, company and contact information (optional).

SUBMISSION GUIDELINES

All submissions must be relevant to bid, proposal, business development, capture and graphics professionals at all levels of their career.

Content must be original, not previously published and educational in manner — not promotional. Company names or products/services should not be mentioned. Any such references will be removed or rewritten using general terms.

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FEATURED TOPICS

Professional Development
- Career growth
- Certification and education/training
- Networking
- Work/life balance
- Leadership and team-building
- Collaboration

Best Practices
- Capture management
- Business development
- Business or federal sector
- RFP management
- Technology implementation

Business Writing
- Writing style and grammar
- Presentations
- Graphics and production
- Communications and social media
- Technical writing
- Content development

International BD
- International bids and proposals
- Global trends and viewpoints
- Industry outlook
- Global resources

EDITORIAL PROCESS

1. DRAFTING
After the managing editor has approved your topic, begin writing. Feel free to use subheadings, call-outs and takeaways within the article.

2. REFERENCING
Confirm any direct quotes with sources. Rather than using endnotes, incorporate the titles of sources into the narrative as much as possible.

3. SUBMITTING
Submit your draft as a Word document without design formatting. Include a working title. Any artwork should be submitted as separate files, not embedded in the draft.

4. REVIEWING
The managing editor will return your draft after it has been edited. The revision process may take more than one round. Author reviews final draft before publication.

5. PUBLISHING
APMP approves all content prior to being published. Managing editor will confirm publish date with author.

6. SHARING
Feel free to share the link to your article via social media, email, etc.

CONTACT

Email **APMP Managing Editor Frances Moffett** with any questions about your article idea or the submission process at frances.moffett@apmp.org.