



VESTIBULAR

DISORDERS ASSOCIATION

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News Article Guidelines

Professional members of VEDA are invited to submit articles related to vestibular disorders to be published in the "News" section of the VEDA website.

Articles will be reviewed by an editorial board for medical accuracy and appropriate referencing.

VEDA reserves the right to accept or decline any article submission for any reason.

ARTICLE GUIDELINES:

- Topic:** Articles may be about any topic related to vestibular disorders. Suggested topics include:
 - Clinical Advice/tips & coping strategies for patients
 - Professional research/case studies
- Word limit:** Articles should be long enough to be substantive but not so long that the reader loses interest. The following are general guidelines (some flexibility may be allowed):
 - Minimum 750 words
 - Maximum 1,500 words
- Summary:** A brief (one paragraph) summary should be submitted, which will appear as an introduction on the home page, and later in the news archives.
- Images:** A minimum of one image must be submitted, which will appear as a thumbnail with the article summary (may submit author photo). Thumbnails will be cropped to 72x72 pixels. Other images may also be submitted, with no more than a maximum of three (3) images total. Image guidelines include:
 - Size: < 1GB for the thumbnail; <2GB for additional images
 - Format: jpg, jpeg, gif, png
- Language/Tone:** Articles should be written in a tone and at a level that is appropriate for vestibular patients. Technical terms should be defined and put into context.
- References:** Unless your article is an opinion piece, information should be appropriately referenced using the AMA format (reference examples will be provided).
- Document Format:** Articles should be submitted in an editable format. The preferred format is a Word document. Other text formats are also acceptable (e.g. .txt).

How to submit a News article: email your article and images to: news@vestibular.org. Please make sure to include the author's name, email address and phone number.