IATEFL YLTSIG Guidelines for Blog Contributors 2020

Our blog is read by an international audience of both YLTSIG members and non-members, including practitioners who work with Early Years, Primary, and Secondary ELT as well as teacher educators and academic managers.

Posts feature a wide range of topics related to teaching English to children and teenagers, training YL English teachers, professional development and academic management in a YL ELT context. Our readers are especially interested in reading about experiences and ideas with a practical focus.

Blog contributions must:

- be in **English**
- be written in **a non-academic style**, easily accessible to our diverse readership
- be no more than **1,500 words** long
- include **a title** of no more than ten words, which focuses on one young learner age range: early years or primary or secondary
- be written in **MS Word** using 12-point Arial font, left justification, single line spacing
- avoid long paragraphs (these are very off-putting for online readers – try using **bullet points** and **lists** where possible)
- include **paragraph headings** or **section headings** in **bold**
- avoid numbering or lettering systems for headings and lists
- *not* contain headers, footers, page numbers or footnotes
- *not* include images in the Word document (these should be sent as **separate attachments** in an email with your Word file)
- include notes to show positions of any images or illustrations
- only use **copyright-free images** and media
- include **relevant links** as hyperlinks and **provide references** for any published material that is quoted in the text
- *not* be used as a platform for promotion of any commercial product
- *not* include images of children or teenagers unless signed parental / caregiver permission has been granted and submitted to the YLTSIG Publications Editor

You must also include:

- a short **biography** (50 words maximum)
- the url of your professional blog / website (if you have one)
- details of any relevant social media links (e.g. Twitter username, Facebook page, YouTube Channel)
- a **photo of the author(s)** in **landscape format**

Please note that **all contributions** will be **reviewed by the YLTSIG Committee** before publication to ensure the above guidelines have been followed. The YLTSIG Publications Editor reserves the right to make / request changes if necessary.

After your post has been published:

- YLTSIG will share your post through our social media channels and we encourage you to do the same

Last updated 14 July 2020 by David Valente, YLTSIG Coordinator