

Girls Have No Limits Blog Guidelines



San Diego

Engineers

Blog Guidelines

- **Headline**: Provide a suggested headline for your blog post. The best headlines are short (50-100 characters or six words) and grab the audience's attention.
- **Length**: Please provide content with a word count between 800-1,600 words with a minimum of two images.
- Format: Submit your blog using a Word document.
- **Photos/Images**: Include a minimum of two photos/images. Copyright restrictions and permissions must be observed, and image sources must be cited if you are not the owner. It is the mini-grantee responsibility to obtain photo authorization at their Girls Have No Limits events. An example form is available under <u>Grantee Resources</u>.
- Linking Policy and Citations: We allow hyperlinks to outside content if it is educational content that helps the reader learn more about the topic at hand. Links to "for-profit" websites will be considered on a case-by-case basis. Cite any claims or statistics you use.
- **Author Bio:** Please include a short biography (approx. 50 words). You may include your headshot or logo and links to your organization. Example:

Debra Kimberling, fellow of the Society of Women Engineers, is the President of the non-profit San Diego County Engineering Council. She is a member of the Women in STEM San Diego STEM Ecosystem, the SWENext Educator outreach workgroups, and a FabFem Role Model.

- Editing: We may edit your post (grammar, style) or return it to you for revisions.
- **Exclusivity**: We ask that your blog not be published elsewhere previously, or simultaneously. If you'd like to republish a post that ran on the Girls Have No Limits Blog, please wait at least 2 weeks to do so. Update your post to include information about the overall Girls Have No Limits project and link to the original post.
- **Promoting:** We will notify you once your blog is published. Please plan to promote your post throughout your social networks. We ask you share it more than once on multiple networks over multiple days. A publishing schedule will be available towards the end of February.

Process for Blog Submission

- Email your blog submission to: <u>blog@ngcproject.org</u> with the subject line: No Limits blog [Organization name]. Example: No Limits Blog Girl Scout Troop 513 Note: Your Organization name should be the same name on your <u>No Limits Google Drive</u> folder.
- Attach photos/images to the email (as opposed to embedding images in your Word doc). You may also embed images for placement recommendation if desired.
- **Submission deadline**: Please submit your blog no later than two weeks after project completion.