

# Author's Guide

**Circuit Cellar**  
**audioXpress**  
**Voice Coil**

[www.circuitcellar.com](http://www.circuitcellar.com)

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Updated 8/31/2011

# INTRODUCTION

Dear Readers and Potential Authors:

Circuit Cellar, Inc., Segment LLC, and Elektor International Media LLC are hereafter referred to collectively as the “Publisher.”

The Publisher publishes *Circuit Cellar* magazine, *audioXpress* magazine, *Voice Coil* magazine, and the US edition of *Elektor* magazine. Hereafter, the four titles collectively are referred to as the “Publications.”

The editors of the Publications are always looking for terrific articles—project articles, articles on theory/technique, etc.—to showcase. We publish articles written by the designers themselves. Our issues are filled with compelling articles about:

- Complete applications
- Workable solutions for everyday problems
- Unique uses for devices
- Helpful tutorials
- Introductions to technologies and components
- Product reviews (for audioXpress or Voice Coil only, not Circuit Cellar)

Have you designed an interesting project that you know your peers would love to read about? Have you ever thought about writing an article?

We welcome proposals from seasoned authors as well as first-time writers. Our team of dedicated technical editors and staff engineers will help shape your article for publication.

In this Author’s Guide, you will find information about how to submit a proposal, requirements, copyright, compensation, and more.

We look forward to hearing from you. Please contact us if you have any questions.

Regards,

The Editors

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C.J. Abate  
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# HOW TO SUBMIT AN ARTICLE PROPOSAL

For your proposal, you may submit an abstract, outline, or draft article. E-mail proposals of any of the 3 magazines to [editor@circuitcellar.com](mailto:editor@circuitcellar.com).

Please include:

- In the subject line of your email, specify which magazine it is intended for
- Your name, mailing address, phone number, and e-mail address
- When you plan to complete the article
- Detailed description of your project
- Detailed explanation of what you intend to discuss in the article
- Parts list (main components)
- Block diagram or schematic showing the connections among your project's main components
- Feel free to include any other diagrams, code, or photos

Include "Article Proposal" in the subject line of your e-mail. If you are submitting a proposal for a specific issue, please indicate that in the subject line too.

## Deadline

There is no set deadline for article proposals. If you are submitting a proposal for a specific issue, it is best to send your proposal as early as possible. Completed articles are due three months prior to the publication date. Proposals should be received at least a month in advance of the completed article deadline.

## Contact

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# REVIEW PROCEDURE

## **Initial Review of Proposal**

The initial review process usually takes two to four weeks. We will contact you by e-mail after we have considered your proposal. If we think your article would be a good fit for one or more of the Publications, we will ask you to complete the article and submit it for a final review.

## **Final Review of a Completed Article**

The final review process usually takes one to two weeks. We will notify you by e-mail whether or not your article is accepted for publication.

If your article is not accepted as is, we may provide feedback and suggestions for modifications. We do this when an article has great potential but may need some revisions to get it ready for publication.

## **Notification of Acceptance**

Acceptance is based on a review of the completed article. After your article has been accepted for publication, we will send you an author's contract to sign and return. See the <Author's Payment & Rights> section for more information about the author's contract.

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# ARTICLE SUBMISSION REQUIREMENTS

Our goal is to entertain and educate. That is why we ask that you include enough material so that our readers can experiment with the techniques and theories introduced. We provide complete applications and solutions that our readers can apply in their own projects.















If you're marketing the project as a hardware kit or software with expanded functionality, then include a description of the kit, cost, and ordering information at the end of the article.

There are four requirements for publishing an article:

1. **The article must be your work and it must be completely original:**
  - a. Text cannot be copied from other sources (web sites, datasheets, app notes, articles, books, etc.
  - b. Text cannot be copied from your own previous published writings (your personal web site does not count as being published).
  - c. For information on citing secondary references, see the <References, Resources, & Sources> section.
2. **The article must not be published elsewhere first.**
3. **You must include a complete schematic(s), if applicable.**
4. **If your project requires code, you must submit your code to be posted on our FTP site.**
  - a. We prefer source code so that readers can study and modify it for their own use. If you are uncomfortable releasing your source code, you may submit your operational, or object, code instead, but it must be thorough enough for readers to fully understand it.

**Note:** It is the author's responsibility to secure permission to use any copyrighted materials (e.g., photos, code), such as diagrams, from the original publisher.

Example submission:

Name	Type	Size
 Article_text.doc	Microsoft Office ...	26 KB
 Author-Bio-ContactInfo.doc	Microsoft Office ...	28 KB
 code - list.c	C File	2 KB
 code - uart.c	C File	5 KB
 Figure1_BlockDiagram.jpg	JPEG image	204 KB
 Figure2_Schematic.jpg	JPEG image	521 KB
 Figure3_Flowchart.jpg	JPEG image	363 KB
 Listing1_pseudocode.doc	Microsoft Office ...	28 KB
 Parts-Resources-References.doc	Microsoft Office ...	26 KB
 Photo1_Project.jpg	JPEG image	1,260 KB
 Photo2_Circuitry.jpg	JPEG image	951 KB
 Photo3_LCDscreenshot.jpg	JPEG image	2,602 KB
 Table1_Temp.xls	Microsoft Office E...	17 KB
 Table2_Output.xls	Microsoft Office E...	17 KB

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# ARTICLE TEXT

Submit your article as a Word document if possible.

Article lengths:

A **Circuit Cellar** article should be approximately 3,000 ( $\pm 500$ ) words long. If your article is in the 4000 – 6000 word range, it should be split into a 2-part series. Each part should have an introduction and conclusion.

An **audioXpress** article should be approximately 1500 - 3000 words long ( $\pm 500$  words). If your article is in the 3500 – 6000 word range, it should be split into a 2-part series.

**Voice Coil** article lengths should be discussed on a case by case basis with editors.

Feel free to use a conversational tone. You may write in the first person, include humor, and let your personality come through. Our technical editors will edit your article for grammar and to match our style.

Include the following (captions and biography should be included at the end of your article or in a separate text file):

- Title: sometimes a catchy title and a more descriptive subtitle create the best balance
- Section headers: insert section headers in the natural breaks of the text (1 to 3 words)
- Captions: descriptive captions must accompany each piece of art (2 to 3 complete sentences)
- References to art: insert references (e.g., Figure x) in the body of your article for each piece of art
- Biography: education, current position, technical interests, and e-mail address (2 to 4 sentences)

## File formats:

- Word doc
- ASCII

## Fonts:

- Arial
- Helvetica
- Courier New
- Times New Roman

## Style details:

- Text must be in paragraph format. Do NOT use bulleted or numbered lists.
- Do NOT embed artwork in your text.
- Spell out all units (e.g., megabytes, milliohm, feet, kilowatt-hour). We will abbreviate them later.
- Indicate any text that should appear in code font with a note to the editor in brackets. For example:  
*When the goto [Editor: "goto" is code.] function is initiated...*
- Use one-column format.
- Use one-inch margins.
- Paper size should be 8 ½ × 11 inches.

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# ARTICLE ART

The maximum number of pieces of art is 10. Artwork must include a complete schematic(s) and a photo of the complete assembly of your project. Submit each piece of art in a separate file. All figures will be recreated in order to maintain consistency throughout the magazine. Artwork is categorized as follows:

- Figure: schematic, flow chart, block diagram, or other drawing
- Photo: photo or screen shot
- Listing: code longer than three lines
- Table: any information in table format

Include a text reference for each piece of art (e.g., Figure x, Photo x, Listing x, or Table x). For example: *In **Figure 1**, you can see that the design is fairly simple. The device is enclosed in a plastic container (see Photo 1). When the liquid level rises above the set limit, a warning is displayed on an LCD (see Photo 2).*

## File formats:

- ASCII
- EPS
- PDF
- BMP
- GIF
- TIF
- EAGLE sch
- JPG
- Word doc

## Photos

Digital photo file formats: JPG, GIF, TIF, and BMP. (Do NOT send photos in a text file or PDF.) Photos must be high resolution (300 dpi minimum) at approximately 4 × 4 inches. Do not manipulate the size or resolution. Do not add text. Special instructions for **screen shots**: For the best image quality, maximize your screen resolution and make the window as large as possible on your screen before capturing the image.

## Code Listings

Listings must not exceed one page in length (approx. 68 lines). Because your code will be posted on our FTP site, include only the portions of code that are relevant to your article. To reduce the number of code lines that wrap onto more than one line (making the listings difficult to read), limit the line length to 63 characters whenever possible. Please refrain from using long comments. (Feel free to add lengthy comments in your code that will be posted on the FTP site.) Do not include blank lines that are unnecessary.

## Schematics and other diagrams

Specify ALL part names. Label all pins, signals, etc. Include part designations (e.g., U1, C5). Please make sure everything is legible. All schematics are redrawn. Include any special instructions or notes to the editor in brackets. Do NOT use abbreviations (e.g., ATmega = incorrect; ATmega128L = correct). Do NOT use underscores in signal names. Common bypass capacitors do not need to be shown.

## Graphs

Include labels for the axes. Simple graphs (e.g., bar) will be recreated. To preserve the accuracy of complex graphs, we may use digital files instead. When submitting complex graphs, please follow the guidelines for formatting photos.

## Print all art prior to submission

Please print out all artwork prior to submitting it. Photos that are blurry, dark, or illegible cannot be published. Check all schematics and other diagrams for legibility.

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# ARTICLE REFERENCES, RESOURCES, & SOURCES

The article must be your own original work. When you're writing your article, you may want to conduct research using a variety of reference materials. Any ideas borrowed from other works (e.g., articles, books, web sites, datasheets, app notes, white papers, manuals) must be cited. If you don't cite the reference, then it appears that you are taking credit for someone else's text or idea, which is plagiarism. IMPORTANT NOTE: Text on the Internet is NOT open source. Therefore, you cannot copy any text and put it in your article as your own words. This means you cannot copy a paragraph, a sentence, or even a portion of a sentence. However, as with any other reference material, you may summarize an idea from a web site as long as you cite the web site as the original source. You may also use brief quotes where appropriate. Quotes must appear in quotation marks and must be cited.

## References

Whether you restate someone else's concepts in your own words or quote someone directly, you must cite the original reference. Include the author's name, title, publisher, number (if any), and copyright date. References should be listed consecutively as they appear in the text (e.g., [1], [2]). Here are two examples:

### Example 1

I'll just sum up with words from an article I read recently by Douglas C. Schmidt: "At the heart of these problems is the growth of platform complexity."<sup>[1]</sup>

### Reference

[1] D. C. Schmidt, "Model-Driven Engineering," *Computer Magazine*, February 2006.

## Resources

You should list the books, datasheets, application notes, and articles that you found useful while working on your project or writing your article. Resources do not need to be cited in the text. Simply list these at the end of the article and label them as "Resources."

### Examples:

#### Resources

D. Fichte, "Practical Eco-Electrical Home Power Electronics," *Elektor*, 2009.

J. Axelson, *USB Complete*, Lakeview Research, 2009.

## Sources

Include a list of your project's main components, their manufacturers, and the manufacturers' web sites at the end of your article. Please also include a complete parts list to be posted on our FTP site.

### Examples:

#### Sources

ADS8329 ADC, OPA365 op-amp, and REF3133 voltage reference

Texas Instruments, Inc.

[www.ti.com](http://www.ti.com)

Virtex-II FPGA Development board

Xilinx

[www.xilinx.co](http://www.xilinx.co)

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# ARTICLE SUBMISSION CHECKLIST















When submitting an article and all the associated files (e.g., photos, figures, code, etc), consider putting everything in a ZIP and emailing it to us.

If the ZIP is larger than 3 MB, consider submitting via a site like [www.yousendit.com](http://www.yousendit.com)

Be sure to include to the following:

1. The article as a Word doc: include a title and short preview/abstract
2. Art in separate files
3. High-resolution photos and screenshots sent as TIF, GIF, BMP, or JPG (send original files, not Word docs or PDFs)
4. Complete schematic(s) if applicable: Clearly label all part names/numbers, units, pin names/numbers, etc.
5. Captions for all art
6. Textual references for all art in numeric order (number all art files accordingly)
7. Short biography
8. Cite references
9. Code (in separate zip file)
10. Your phone number and mailing address for our records

Example submission:

Name	Type	Size
 Article_text.doc	Microsoft Office ...	26 KB
 Author-Bio-ContactInfo.doc	Microsoft Office ...	28 KB
 code - list.c	C File	2 KB
 code - uart.c	C File	5 KB
 Figure1_BlockDiagram.jpg	JPEG image	204 KB
 Figure2_Schematic.jpg	JPEG image	521 KB
 Figure3_Flowchart.jpg	JPEG image	363 KB
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# ARTICLE PROOFREADING

After your article is edited, it will be returned for proofreading approximately eight weeks prior to publication. So, for example, if your article were scheduled to appear in the August issue, you would receive your proof around June 5. You will have approximately one week to review the article and fix any mistakes.

The proofreading stage is designed to catch minor errors only. We cannot accept major revisions or excessive rewrites during this stage.

Here is an example of a typical production schedule for an article that's scheduled for the August issue:

April 24	You are notified that the article is slated for the August issue
May 1	Editing begins and you receive an author contract to sign and return
May 1–June 1	During the editing process, a technical editor may be in touch with you if we have any questions
June 5	You receive a copy of your article to proofread
June 12	Requests for changes due
July 22	August issue hits newsstands
August 30	You receive payment and complimentary copies

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# **AUTHOR PAYMENT & RIGHTS**

## **Payment**

For a print article, the Publisher typically pays a fixed \$75 honorarium for each published page. However, other agreements can be made on a case by case basis.

Article payments are processed around the end of the month in which the article is published. With the payment, an author will receive two complimentary copies of the issue in which your article appears. Contact us if you wish to purchase additional copies.

## **The Publisher's rights**

The Publisher owns the published article, which means no one else can publish, post, reprint, or disseminate in any other way the published article (either in part or in full) without written permission from the Publisher. The Publisher also owns the first-time publishing rights to the original manuscript, which means the article cannot appear in any other publication, professional web site, etc. prior to appearing in one of the Publisher's Publications.

## **Author's rights**

You retain the rights to your original materials as submitted. Upon acceptance of your completed article, you will be sent the standard author contract that explains this in greater detail.

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