



## Article or Announcement Submission Editorial Guidelines

LES USA & Canada would like to share articles on intellectual property, licensing, and business development and related topics with its members. We welcome submissions from both LES members and nonmembers on topics that are relevant to our readers' interests. Prior to submitting your article for consideration, we ask that you please review the following editorial guidelines.

### To qualify your article must meet the following requirements:

1. Must indicate if LES will be the copyright owner of the document or, if not, identify the owner of the copyright.
2. The author(s) represent that they have not violated any copyright by submitting the article for publication by LES and have accredited and acknowledged authorship of all content, including writings, photos, graphics, etc.
3. Must be timely, relevant, and useful to licensing professionals.
4. Must include a title that makes the topic obvious enough that readers will “click through” and read the full article.
5. Must be organized, easy to read, and written in a style understandable by the LES audience of business, legal, and technical professionals (using as little jargon as possible).
6. If summarizing remarks or statements made by another person, the identity of the person making the remarks should be clear from reading the article. Likewise, any opinions of the author should be clearly indicated as well and separated from the statements of the other person.
7. If referring to content from third party sources, the source of the information should be cited.
8. Must not be a frivolous piece, or a press release, advertisement, sales letter, promotional copy, or other means of self-promotion.
9. Must be no more than 1,500 words; exclusive of tables, graphs, illustrations, diagrams, and photos.
10. Must be submitted as a Microsoft Word document.

- Your submission will be considered for inclusion in LES publications by the LES Communications committee.
- LES reserves the right to make minor grammatical changes to your article. More substantive editorial suggestions will be communicated to you.
- LES will include a clarifying statement to the end of your piece stating:

*This article is for informational purposes and does not constitute legal advice.*

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- If the article is being reprinted, it will also include the following:

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**Submit your content to:** [communications@les.org](mailto:communications@les.org)

For questions regarding the article or announcement submissions process, please contact [communications@les.org](mailto:communications@les.org).