



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; however, LES members will be given priority in publication.

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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 IP and licensing professionals.
4. Must include a captivating 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 relating statements made by another person, those should be clearly attributed to the source of the remarks. Likewise, any opinions of the author should be clearly indicated as well, and separated from the statements and opinions of other people.
7. When referring to content from third party sources, the source of the information should be cited using an embedded URL hyperlink (the use of footnotes and endnotes is less preferable, and may result in the article being sent back to the author to replace all footnotes with hyperlinks).
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. All Excel graphs, tables or exhibits generated by the author must be submitted in their native format, to maintain the highest quality of reproduction.
11. Please include tag words for SEO searches along with your article (up to 10 words)

What to expect once your article has been submitted:

- Your submission will be considered for inclusion in LES publications by the LES Communications Committee. The Committee reserves the right to accept or reject any article based on its professional review, and the focus of the LES publications.
- The Committee will inform you of its acceptance/rejection decision, and the anticipated publication date, no longer than 4 weeks after your submission.

- If your article is not accepted for publication, you may be encouraged by LES to re-submit your publication either with requested changes or at a more appropriate later date.
- If your article is accepted for publication:
 - LES reserves the right to make minor grammatical and other editorial changes to your article. More substantive editorial suggestions will be communicated to you and will be pending your approval.
 - 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.

The views expressed do not necessarily reflect the views of LES or [the Author(s) company(s) name(s)].

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

The copyright to this article is owned by [the Author(s) company(s) name(s) or other owner] and is being provided with permission from [the Author(s) company(s) name(s) or other owner] solely for the use by LES.

Submit your content to: <https://forms.gle/dCx4mP8cETxNYUpL9>

For questions regarding the article or announcement submissions process, please contact info@les.org.